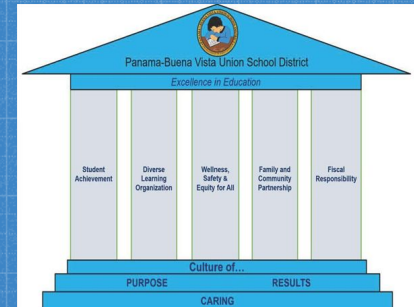


District Advisory Committee (DAC)

Panama-Buena Vista Union School District


11-15-2023



Introductions

Call to Order

Agenda

 Panama-Kueta Vista Union School District
District Advisory Meeting
December 7, 2021
9 a.m. to 11 a.m.
Zoom Meeting: [Zoom Link](#)
Meeting ID: 884 8947 0336 / Passcode: 908616

Agenda publicly posted on or before: **12/3/2021**

Meeting Notice and Agenda

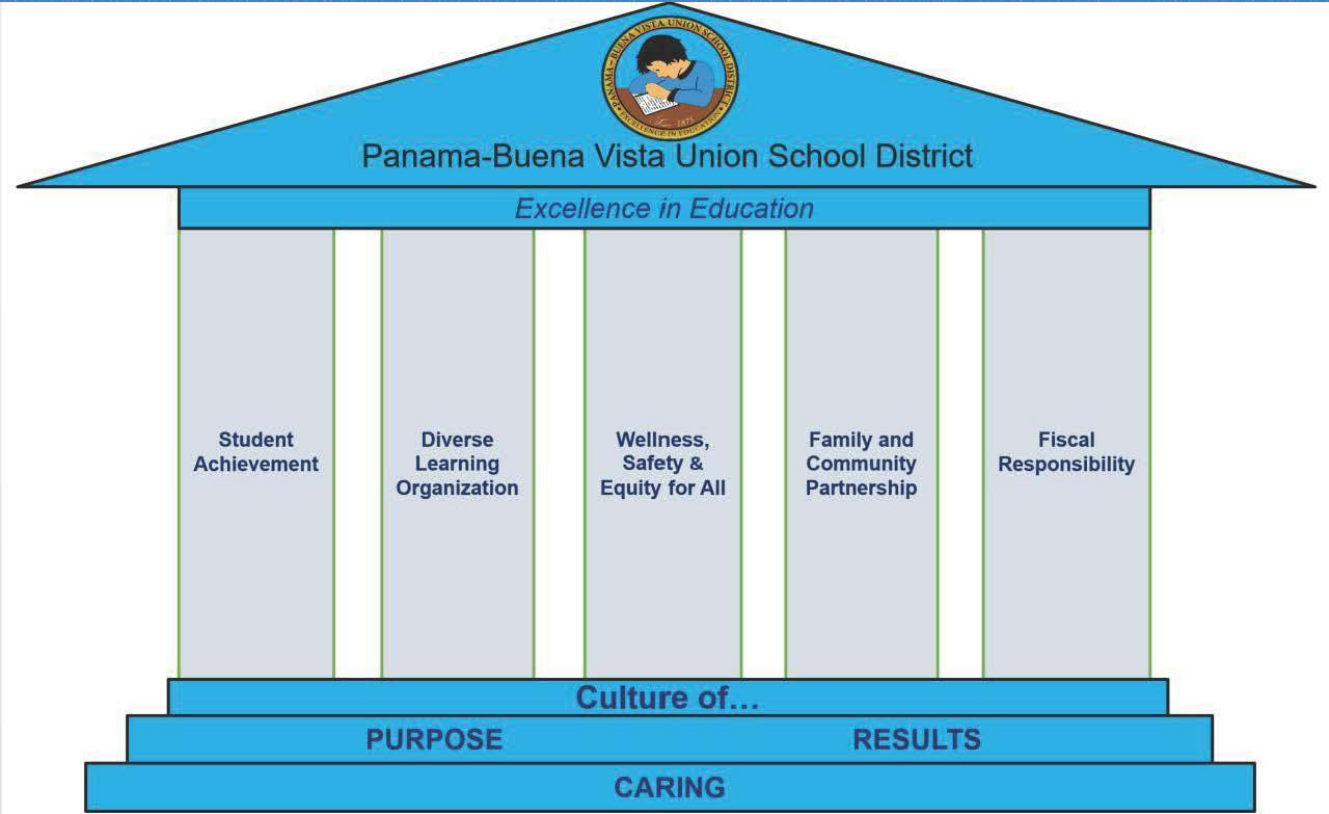
AGENDA ITEM*	Item Type	Time
I. Call to Order	Action	5 mins.
II. Welcome Opening and Attendance (Type your name and school in the chat)	Action	5 mins.
III. Minutes from the Previous Meeting (5/6/2021)	Action	5 mins.
IV. Additions or Revisions to the Agenda	Action	5 mins.
V. Public Comment <small>Comments related to agenda items, per Greene Act and must be submitted by email to the Title I Program Specialist at least 24 hrs. in advance of the meeting.</small>	Informational	10 mins.
VI. Elections, Appointments, Bylaws, Training A. DAC Training 1. Review of responsibilities 2. Robert's Rules of Order 3. Bylaws - review 4. Uniform Complaint Procedure (UCP) 5. Nominations and election of dac officers: chair, vice chair, and secretary	Informational	25 mins.
VII. Reports from Staff A. Data Spotlight: District student demographics B. Guest Speaker: Kelsey Brackets, Director of Communication & Family Engagement C. Title I Report D. DELAC Report E. LCAP - Budget Overview for Parents	Informational	45 mins.
VIII. Old Business A.		
IX. New Business A. Parent & Family Engagement Policy Development (2022-23)	A. Informational	15 mins.
X. Announcements, Items for Future Meetings, and Adjournment A. February 27, 2022 9-11 via Zoom	Informational	5 mins.

[Evaluation and Feedback form, also here.](#) 2-4 mins.

Accessibility Information:
An individual who requests disability-related accommodations or modifications, including auxiliary aids and services in order to participate in the District Advisory Committee meeting, should contact the Title I Program Specialist at least two days before the meeting date. Government Code Section 50509.5 states any requests must be made available to the public prior to a meeting of the DAC, can be requested at the school site during normal business hours.

DAC agenda template rev 12/2021

P-BVUSD Strategic Plan Priorities



Meeting Norms

1. Start on time.
2. Stay focused on topic/presenters
3. If you have questions during the presentation, write them down. An opportunity will be provided for discussion after the presentation.
4. Questions should be general, not personal.
5. Feel free to ask questions or offer input.
6. Respect others' opinions.

Purpose of the DAC

A District Advisory Committee (DAC) is a committee established to provide a central forum for the individual school site councils and committees.

- To review and coordinate activities of the School Advisory Councils and School Site Councils;
- To act as a liaison between the District and School Site Councils;
- To give input on District program planning, design, and implementation;
- To function as an advisory committee in the development, approval, modification, and evaluation of specially funded programs such as Title I, the LCAP and the LCAP Addendum
- To initiate studies and/or proposals on educational monies pertinent to the school district;
- To study the effect of new and existing educational programs;
- To provide assistance in the dissemination of current and factual information regarding the activities and policies of the District;
- To solicit and ensure parent involvement in the District.

Minutes from the Previous Meeting



Panama-Buena Vista Union School District
District Advisory Meeting

Agenda publicly posted
 on or before:

9 a.m. to 11 a.m.

Zoom Meeting: [Zoom Link](#)

Meeting ID: 868 1474 4068 Passcode: 680213

MEETING MINUTES

*Agenda items must match the Notice of Meeting/Agenda verbatim.

**Summary of Discussion and Actions include a brief, but concise narrative of the presentation and the highlights and questions/comments presented during the discussion.

AGENDA ITEM*	Summary of Discussion and Actions**
I. Call to Order	The meeting was called to order at 9:05 am by Lisa Ewing.
II. Welcome Opening and Attendance	Lisa Ewing welcomed everyone and asked everyone to type their name and school site in the chat for attendance purposes. There were 14 members in attendance. Quorum was established. A district interpreter was provided, but was excused as members did not need to utilize the services. Six (6) other attendees were present. See attached for attendance.
III. Minutes from the Previous Meeting (5/6/2021)	Lisa Ewing asked for discussion regarding the previous meeting minutes. Ms. Ewing then called for a motion to approve the DAC minutes from May 6, 2021, which were shared by ParentSquare with the committee and were to be reviewed before the meeting. Cristina Ramirez, the Actis representative, made a motion to approve the minutes with their respective corrections, additions, and deletions. Amy Brakeman, the Panama representative, seconded the motion. Vote: 14 Ayes, 0 Nays, Motion carried .
IV. Additions or Revisions to the Agenda	Lisa Ewing asked if there needed to be any additions or revisions to the current meeting agenda. Committee members did not have any additions or revisions to be made to the current meeting agenda .
V. Public Comment	There were no public comments received by Quinlan Chaves, Title I Program Specialist prior to the start of the DAC meeting.
VI. Elections, Appointments, Bylaws, Training: A. DAC Training 1. Review of responsibil- ities 2. Robert's Rules of Order 3. Bylaws - review 4. Uniform Complaint Procedure (UCP) 5. Nominations and Election of DAC	<ol style="list-style-type: none"> Lisa Ewing went over the DAC responsibilities and informed members that they act as a liaison between the District and their school site council. They also are here to provide input on District policies and other District-wide items. Ms. Ewing reviewed Robert's Rules of Order, explaining how to make a motion, second the motion, and approve items at the DAC meeting. Ms. Ewing explained to staff the Bylaws describe how we conduct business, and a copy was provided to members via ParentSquare. There were no revisions to the Bylaws for 2021-22. Ms. Ewing explained the UCP and how it is the right of an individual to file a complaint if they feel as though they have been discriminated against in any categorical program. She also mentioned that the UCP can be accessed on the District website. Ms. Ewing reminded the committee that if there was a concern about a program, often discussing it with the site or district administrator may quickly resolve a potential problem. Nominations and Elections for DAC officers were conducted. Ms. Ewing asked for members to self-nominate if they wanted to assume one of the DAC Officer roles. After allowing volunteers an opportunity, there were no nominations from the committee. Ms. Ewing then nominated herself as Chairperson of the DAC. Next, Alicia Bauer, the representative for Old River, nominated herself as

Additions or Revisions to the Agenda



Public Comment



Comments related to agenda items, per Greene Act and must be submitted by email to the Title I Program Specialists at least 24 hrs. in advance of the meeting.

Elections, Appointments,
Bylaws, Training

Review of Responsibilities

A District Advisory Committee (DAC) is a committee established to provide a central forum for the individual school site councils and committees.

- To review and coordinate activities of the School Advisory Councils and School Site Councils;
- To act as a liaison between the District and School Site Councils;
 - To give input on District program planning, design, and implementation;

Review of Responsibilities /con't/

- To function as an advisory committee in the development, approval, modification, and evaluation of specially funded programs such as Title I, the LCAP and the LCAP Addendum
- To initiate studies and/or proposals on educational monies pertinent to the school district;
- To study the effect of new and existing educational programs;
- To provide assistance in the dissemination of current and factual information regarding the activities and policies of the District;
- To solicit and ensure parent involvement in the District.

Robert's Rules of Order- Parliamentary Procedure

Parliamentary Procedures:

- Make motions: "I make the first motion to..."
- Second motions: "I second the motion for..."
- Vote to approve/deny/abstain

The DAC makes motions and votes to:

- Approve meeting minutes
- Adjourn/close the meeting
- Amend/add to the agenda

Bylaws



BYLAWS of the PANAMA-BUENA VISTA UNION SCHOOL DISTRICT DISTRICT ADVISORY COMMITTEE



- ARTICLE I. NAME**
This committee shall be known as the Panama-Buena Vista Union School District Advisory Committee.
- ARTICLE II. PURPOSE**
- A. The committee shall coordinate activities of the School Based Coordinated Programs (SBCEP) School Site Councils (SSC), and to provide leadership in planning, implementing, and evaluating specially funded programs at the participating schools in the Panama-Buena Vista Union School District.
- B. The committee may also provide advice and input regarding various other district programs as needed or directed.
- ARTICLE III. MEMBERSHIP AND TERM OF OFFICE**
- A. The Committee shall consist of representation from each school site as follows:
1. One parent or community representative, and one staff representative designated by each SSC;
- B. An ex-officio district advisor to the DAC shall be designated by the District Superintendent. The ex-officio district advisor may designate up to two additional ex-officio district staff members to facilitate the business of the DAC.
- C. To ensure continuity, members shall serve a two year term, regardless of SSC tenure, and shall be eligible to serve for a maximum of three consecutive terms.
- D. Membership shall be terminated if members no longer meet staff, parent, or community representative eligibility requirements of the SSC represented.
- E. Membership shall automatically terminate for any member who is absent from regular meetings for a period of two consecutive meetings.
- F. Membership cannot be assigned or transferred unless designated by the SSC as the new member.
- G. Vacancies on the DAC occurring during the term of a member shall be filled for the remainder of the school year by appointment by the SSC Chairperson.
- ARTICLE IV. OFFICERS**
- A. Officers shall be Chairperson, Vice-Chairperson, and Secretary.
- B. Responsibilities of officers:
1. The Chairperson will preside at all meetings and provide the leadership necessary to fulfill the purpose of the Committee.



ESTATUTOS DEL DISTRITO ESCOLAR DE LA UNIÓN PANAMÁ-BUENA VISTA COMITÉ ASESOR DEL DISTRITO



- ARTÍCULO I. NOMBRE**
Este comité se conocerá como el Comité Asesor del Distrito Escolar Unión Panamá-Buena Vista.
- ARTÍCULO II. OBJETIVO**
- A. El comité coordinará las actividades de los Consejos Escolares (SSC) de Programas Coordinados Escolares (SBCEP) y proporcionará liderazgo en la planificación, implementación y evaluación de programas especialmente financiados en las escuelas participantes en el Distrito Escolar Unión Panamá-Buena Vista.
- B. El comité también puede brindar asesoramiento y aportes con respecto a varios otros programas del distrito según sea necesario o dirigido.
- ARTÍCULO III. AFILIACIÓN Y TERMINO EN LA OFICINA**
- A. El Comité consistirá en la representación de cada escuela de la siguiente manera:
1. Un padre o representante de la comunidad y un representante del personal designado por cada SSC;
- B. El superintendente de distrito designará un asesor de distrito ex-officio del DAC. El asesor de distrito de oficio puede designar hasta dos miembros del personal de distrito de oficio adicionales para facilitar los negocios del DAC.
- C. Para asegurar la continuidad, los miembros servirán por un periodo de dos años, a pesar de la tenencia del SSC, y serán elegibles para servir por un máximo de tres periodos consecutivos.
- D. La membresía se cancelará si los miembros ya no cumplen con los requisitos de elegibilidad del personal, los padres o el representante de la comunidad del SSC representado.
- E. La membresía terminará automáticamente para cualquier miembro que esté ausente de las reuniones regulares por un periodo de dos reuniones consecutivas.
- F. La membresía no se puede asignar ni transferir a menos que el SSC lo designe como el nuevo miembro. Las vacantes en el DAC que se produzcan durante el mandato de un miembro se cubrirán por el resto del año escolar por nombramiento del presidente del SSC.
- ARTÍCULO IV. OFICIALES**
- A. Los oficiales serán Presidente, Vicepresidente y Secretario.
- B. Responsabilidades de los oficiales:

Uniform Complaint Procedure (UCP)

All advisory committees must receive annual notification of the Uniform Complaint Procedure (UCP). The UCP is a procedure required by districts that receive state and federal funding for certain categorical programs. The district shall follow the UCP when addressing:

- All allegations of unlawful discrimination, harassment, intimidation or bullying against any protected group as identified in Education Code section 200 and 220 and Government Code 11135
- Complaints alleging failure to comply with state or federal laws in education program and services covered by the UCP

Nomination and Election of DAC Officers

Officers

- **Vacant**, Chairperson
 - **Vacant**, Vice-Chairperson
 - **Vacant**, Secretary
- 2-year term
 - Chairperson: preside at all meetings and provide the leadership necessary to fulfill the purpose of the Committee.
 - Vice-Chairperson: assist the Chairperson and assume the Chair in the Chairperson's absence.
 - Secretary: keep a written record of meetings and activities and assume the Chair if the Chairperson and Vice-Chairperson are absent.

Old Business



Reports from Staff

English Learner Program Specialist
Genesis Contreras
and Grace Vega



- Summative ELPAC Score Reports mailed to parents week of 8-21-23
- Annual Notification Letters mailed to parents week of 8-21-23
- Final aggregated data for public release not yet available. Data will be available December 15th.



- Initial ELPAC Score Reports were mailed to parents during the week of 9-11-23

Number of Students Tested	Identified as English Learners	Initial Fluent English Proficient
413	375	38

These numbers reflect the amount of students who were tested from 8/21-11/9.

ELPAC Videos and Other Resources

[District Website](#)



- ELPAC Testing Windows
- Reclassification Review Timeline
- Reclassification Criteria
- ELPAC Starting Smarter Resources
- Quick Reference Guides to Understanding ELPAC Score Reports
- Video: Computer-Based ELPAC Overview
- Video: Introduction to Initial ELPAC
- Video: Introduction to Alternate ELPAC
- Video: Understanding your Summative ELPAC Score Report

New Business

2022-2023 DAC Input Survey Data

- 100% of committee members feel the DAC meets regularly.
- 90% of committee members receive the meeting minutes.
- 95% of committee members feel the meetings run effectively.
- 77% of the committee feel they are able to effectively contribute to the committee.

DAC Survey- Suggestions

- limit discussion time
- involving the committee in the development of solutions regarding issues being presented
- share slideshow after meeting
- information being shared with DAC is the same as being shared at school sites
- portion of meeting focused on what should be shared with SSC
- adjust meeting time
- ask for parent feedback and encourage parents to engage in discussions
- provide more time for parents give input/recommendations
- more information regarding the LCAP
- district departments present to DAC

Local Educational Agency (LEA) Parent & Family Engagement Policy (2023-2024)

English/Spanish/Punjabi

Title I, Part A LEA Parent and Family Engagement Policy

Panama-Buena Vista Union School District with parents and family members, has jointly developed, mutually agreed upon, and distributed to, parents and family members of participating children a written Local Educational Agency (LEA) parent and family engagement policy.

I. Describe how parents and family members are involved in the development of the Title I, Part A parent and family engagement policy (ESSA Section 1116[a][2]):

PBVUSD parents and family members jointly develop the Parent and Family Engagement Policy (PFEF) by providing input, comments, and review the policy annually. Parents and family members have the opportunity to join various committees: District Advisory Committee (DAC), Title I Subcommittee (TIPS), District English Learner Advisory Committee (DELAC), and other educational partner groups. The established DAC, DELAC, and TIPS committees provide input, review, and comment on the PFEF annually. All parents have the opportunity to be involved in providing feedback to the District by participating in the district-wide biannual School and Family Relationships survey. Additionally, the Superintendent's Parent Council meets and provides feedback to the Superintendent regarding their children's educational experiences and ways to promote positive partnerships with our school community.

The policy is distributed to all families, including parents and families of Title I students, via the District Parent Handbook. The policy is translated into Spanish and other languages as required by statute. Also, the document is available free of charge at the District Office upon request and located on the District Website at the following web address: <https://www.pbvUSD.k12.ca.us>

(cf. BP 5020 - Parent Rights and Responsibilities)

(cf. BP 6020 - Parent Involvement)

(cf. BP 5145.6 Parental Notifications)

(cf. 6171 - Title I Programs)

II. Describe how parents and family members will be involved in the development of the LEA Plan and support and improvement plans under ESSA Section 1111(d)(1-2) (ESSA Section 1116[a][2][A]):

The District involves parents and family members in the joint development of the Local Control and Accountability Plan (LCAP)/LCAP Federal Addendum and the development of school support and improvement. Review of and comments on the LCAP/LCAP Federal Addendum are encouraged through discussions with the DAC, TIPS, DELAC, School Site Councils (SSC), and other educational partner meetings/listening posts. Parents and families are provided surveys where they can provide the District feedback regarding the LCAP goals. Information about the LCAP/LCAP Addendum is shared through local Board of Education reports, through the District's website, LEA report card, and through reports at DAC and DELAC meetings on each school's progress in meeting all accountability measures and in the annual evaluation of the LCAP/LCAP Addendum. Parents have the opportunity to address the Board regarding the LCAP at a separate public hearing held before the scheduled Board meeting to review and approve the LCAP.

Copies of the working drafts of the LCAP/LCAP Addendum in a practicable format, in a language the parents and family members can understand, are available. Parent and Family Engagement Policies at the school level address parents' and family members' roles on school site councils and the development of all school plans.

There are no school sites that have been identified as either Comprehensive Support and Improvement (CSI), Targeted Support and Improvement (TSI), or Additional Targeted Support and Improvement (ATSI). Should any of the Title I school sites become identified as CSI, TSI, or ATSI, parents and family members of those schools will be provided with information regarding the school's progress and suggested to offer input on how the school(s) can improve the program of instruction.

6020 Board Policy Parent Involvement

LEA- Parent and Family Engagement Policy (PFEF) 2024- 2025 (Request for Input)

District Advisory Committee (DAC) members and Educational Partners,

Please review our 2023-2024 LEA- Parent and Family Engagement Policy and Parent Involvement: Board Policy 6020/ Administrative Regulation 6020. The document was provided to you through the ParentsSquare message or sent to your PBVUSD email and can also be found on the District website under Consolidated Programs. Links are also available to access the 2023-2024 LEA- Parent and Family Engagement Policy and Parent Involvement (Board Policy and Administrative Regulation).

English

<https://drive.google.com/file/d/1VjR4wqq4lGOhLr5bL06r6gmJ5LOXrYu/view?usp=sharing>

Spanish

<https://drive.google.com/file/d/1TsOqDy6uCFHkzA1w2C7FN0NawMoRTE/view?usp=sharing>

Parent Involvement:

Board Policy 6020

https://drive.google.com/file/d/1Mn8pATgA_I2MzPz0fBT01nZZ1Tjrc8/view?usp=sharing

Administrative Regulation 6020

<https://drive.google.com/file/d/1LLIra8eUzUnCi-JADvEYIR7k5hOzts/view?usp=sharing>

We would appreciate you providing us with input regarding the LEA- Parent and Family Engagement Policy for the 2024-2025 school year. You have until Friday, February 16, 2024, at 4:30 pm to submit your input regarding the 2024- 2025 LEA- Parent and Family Engagement Policy.

If you have any questions or need any help, please feel free to send me an email or give me a phone call.

Thank you,

Consolidated Programs

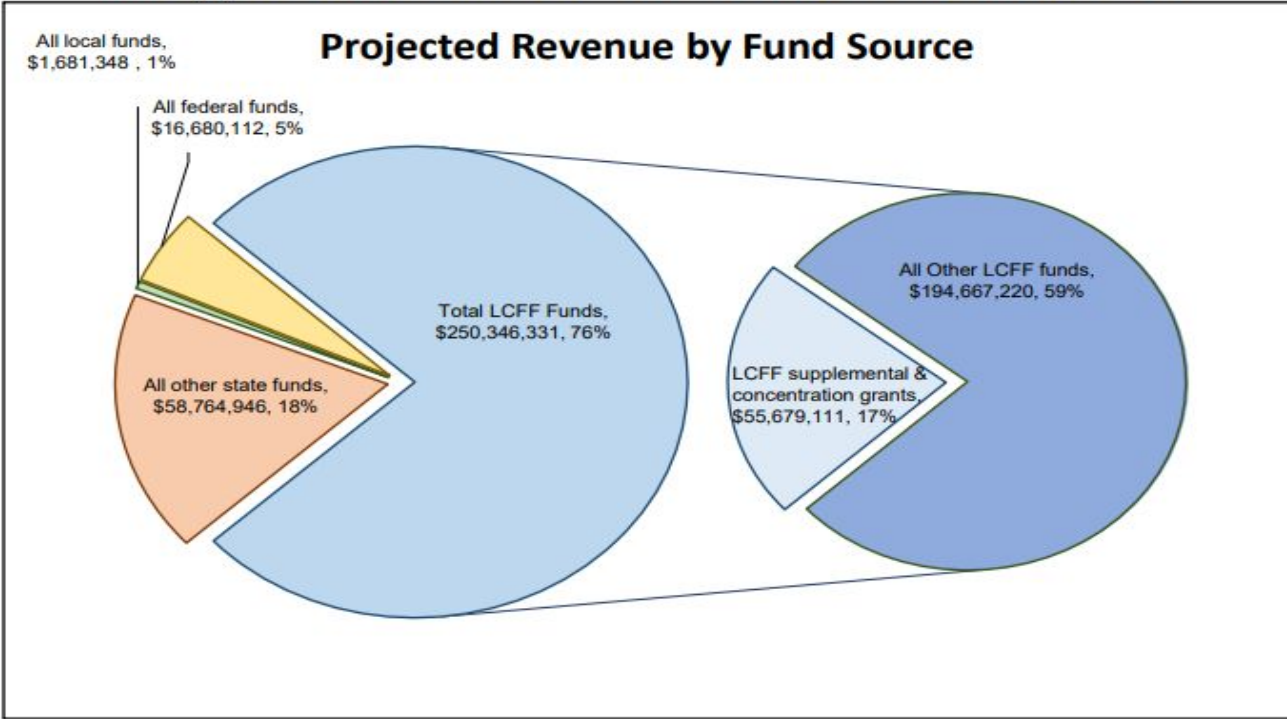
Panama-Buena Vista Union School District
4200 Ashe Rd.
Bakersfield, Ca 93313

Teaming up with staff, parents, and students to achieve equity and academic success.

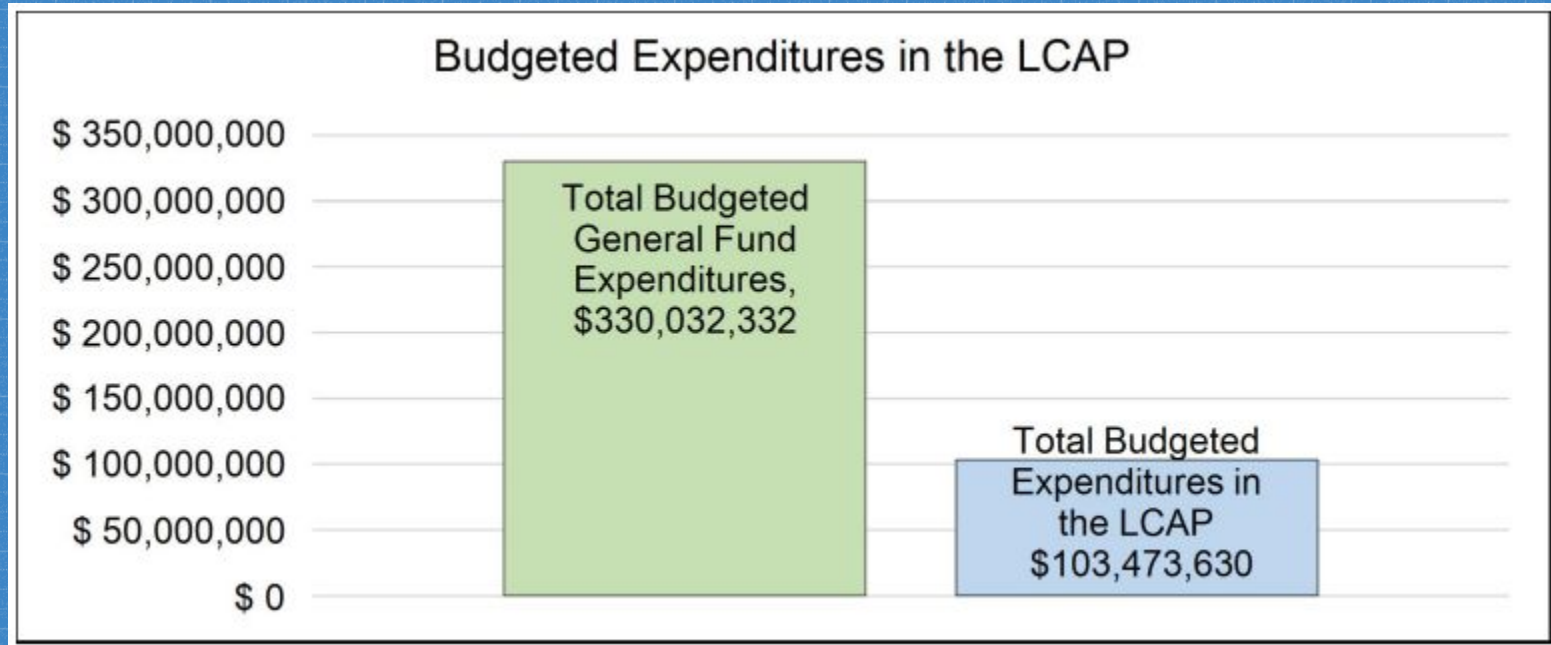
6020 Administrative Regulation Parent Involvement

Local Control and Accountability Plan (LCAP) Overview

Budget Overview for the 2023-24 School Year



Local Control and Accountability Plan (LCAP) Overview



Local Control and Accountability Plan (LCAP) Federal Addendum

- A plan for supplemental federal funds in addition to state funds
- Designed to go above and beyond the basic needs of schools
- Ensures additional funding for students in most need of support

Consolidated Application:

The process used by the CDE whereby the District applies for and distributes funds from various federal programs.



The District indicates its intent to participate in these programs and provides assurances that the District will comply with the legal requirements of each program.

These programs have specific purposes, regulations, and requirements. Entitlement amounts are determined by formulas set in the programs.



All of the following federal programs are **supplemental** (increased/improved services) to the general funds core programs and cannot be used to **supplant** (replace) and program required by the state.

Title I - The purpose of these funds is to support effective, evidence-based educational strategies that close the achievement gap and enable the students to meet the state's challenging **academic standards**.

Title II - The purpose of this program is to provide supplemental activities (training) and strengthen the quality and effectiveness of teachers, principals, and other school leaders.

Federal Programs (con't):

Title III - The purpose of this restricted supplemental program is to ensure that English learner (EL) students attain English language proficiency (ELP) and meet the same challenging state **academic standards** that other students are expected to meet.

Title IV - The purpose of these funds is to improve **student's academic achievement** by increasing the capacity to provide all students with access to a well rounded education, improve conditions for student learning, and improve use of technology to improve the academic achievement and digital literacy of all students.

Consolidated Application:

Preliminary allocations for 2022-2023**

Title I -	\$5,256,000
Title II -	\$661,000
Title III -	\$316,000
Title IV -	\$345,000
	<hr/>
	\$6,578,000



*** Amounts are approximate and are based on the current year entitlements. The actual amounts will be released from the CDE, usually in January. All estimates are subject to change.*

Announcements and Items for Future Meetings

- District Advisory Committee

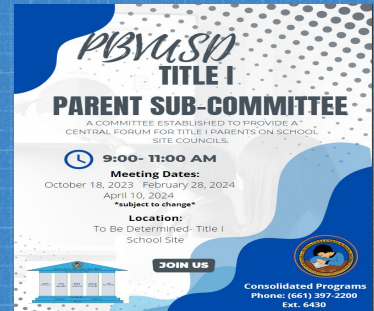
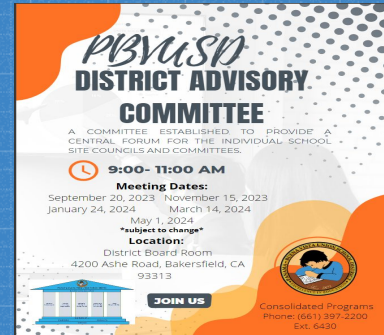
- **January 24, 2024, 9 am-11 am**
Location: District Board Room
Subject to Change

- Title I Parent Subcommittee

- **February 28, 2024, 9 am-11 am**
Location: Actis Junior High School
Subject to Change

- Items for future DAC meetings

- *This is a time for DAC members to request that items be placed on a future agenda.*



Evaluation and Feedback



Adjournment