

Pleasanton Unified School District

**DELAC Meeting
October 15, 2024**

Understanding DELAC's Role and Responsibilities

October 15, 2024

Agenda & Learning Outcomes



The Why behind DELACs

- Understand the purpose of ELACs and DELACs



Compliance Requirements

- Know the legal requirements



Authentic Engagement

- Consider ways to **create authentic and impactful family engagement**

The Why behind DELACs

“Family Engagement is most successful when it is viewed, practiced, and promoted as a partnership between the home and the school.” – Dr. Karen Mapp

DELACs as *opportunities*



Voice



Advise



Partner



Improve

Legal Requirements *and* Tips for Compliance

DELAC

Composition

EC 52176 (a)

** ELAC and DELAC meetings are public meetings, so parents at large can attend if they are interested. ELAC members may call upon parents at large for their opinions and input. However, only the committee members have the right to participate when completing their tasks and vote on issues on behalf of parents at large.*

- When a district has **51 or more ELs**, the district must establish a DELAC (*unless the district designates for this purpose a subcommittee of an existing district-wide advisory committee*)
- Every **site ELAC** elects one **rep** to the DELAC
- **Parents of ELs make up a majority** of the DELAC membership

ELAC

Composition

EC 52176 (b)

- When **a school has 21 or more ELs**, the school must establish an ELAC
- Parent members of ELAC: elected by parents of ELs
- **Parents of ELs make up at least the same percentage** of committee membership **as percentage of ELs** in the school

English Learner Advisory Committee

Responsibilities

- ☆ Advises principal and staff in development of a site plan for ELs and submit the plan to SSC for consideration in SPSA
- ☆ Assists in development of school-wide needs assessment
- ☆ Raises awareness of the importance of regular school attendance
- ☆ Elects at least one member to the DELAC

District English Learner Advisory Committee

Responsibilities

Advises the district on its:

- ☆ Development of a district master plan for education programs and services for ELs
- ☆ Conducting of a district-wide needs assessment, school-by-school
- ☆ Establishment of district program, goals, objectives for services for ELs
- ☆ Development of a plan to ensure compliance with staff requirements
- ☆ Review of reclassification procedures
- ☆ Review of written parent notifications
- ☆ Review of the development & annual update of the LCAP

Training for ELAC and DELAC

School districts shall provide ELAC and DELAC members with appropriate training materials and **training which will assist them in carrying out their required advisory responsibilities.**

Training shall be planned in full consultation with committee members.

Governance of **ELACs** and **DELACs**

- **Provide public notice** (at least 72 hours) **of the time, agenda, public access to meetings.**
- Having officers is not required, but the LEA may present the option to the committee and **encourage parents to take on leadership roles.**
- Bylaws are not required, however this should also be a **committee decision** and documented in the minutes. **If bylaws are established, they must be followed.**





Tips for Compliance

- ☆ Train administrators & families
- ☆ Create a calendar/schedule of meetings to plan out all legally required tasks
- ☆ Create an LEA ELAC handbook or starter set of slides for sites with suggested agenda items
- ☆ Create an LEA templates for sign-in sheets, minutes, member rosters, election records, ballots, other forms
- ☆ Use an LEA shared folder to collect above from sites
- ☆ Leverage family engagement strategies

ELAC and DELAC Topics

- Overview of ELAC and DELAC
- Data related to EL students and their performance
- Overview of ELD programs and services
- SPSA Update
- LCAP Update
- ELPAC and Reclassification Process
 - Recognition of reclassified students
- DELAC Updates

Authentic Engagement

LEADING BY CONVENING - Depth of Interaction Model	Informing Level (Sharing/Sending)	Networking Level (Exchanging)	Collaborating Level (Engaging)	Transforming Level (Committed to Consensus)
Questions to ask when considering power dynamics with parents/families	Whose knowledge is informing? How is "success" defined?	Is the 'exchange' mutually beneficial? Or is it still unidirectional?	Is collaboration authentic? When parents/families show up "at the table" are their voices truly listened to and acted upon?	Determine what "consensus" means. Is 'consensus' truly transformative for parents/families? How can consensus leave a "space" for parents/families to drive decisions for their children?
Movement of interaction (consideration of intent, expectations, or overall vision)				

Adaptation of "Leading by Convening" Interaction Model to Consider Power Dynamics between Schools and Families by C. Santamaria Graff (2022).

FIVE KEYS TO PARENT ENGAGEMENT

Karen Mapp, senior lecturer at the Harvard Graduate School of Education, says all activities must be:



1

LINKED TO LEARNING AND DEVELOPMENT

Connecting directly to student learning and developmental goals.

2

RELATIONAL

Building relations in multiple directions among teachers, families, and students.

3

INTERACTIVE

Offering parents hands-on, valuable experiences.

4

COLLABORATIVE

Using parent input effectively and providing parents with vital information about their children's academic and emotional development.

5

DEVELOPMENTAL

Building the intellectual and social-emotional capacity of students and their families.

Family Engagement Strategies

Family Engagement Strategies from Colleagues--Add your notes from the group share!

1 LINKED TO LEARNING AND DEVELOPMENT

- Add agenda items related to what students are learning/doing in class and other topics of interest
- Student showcase/recognitions ([see ideas below](#))
- Focus on what it means for their child

4 COLLABORATIVE

- Use parent input to develop meetings
- Provide time, space, and information as requested by parents to educate and empower parents

2 RELATIONAL

- Personal invitation: Phone calls, in person, and reminders day before meeting
- Site admins know who EL families are--personal outreach, especially multilingual Kinder families
- Build trusting relationships and stronger partnerships with families, anchoring equally in the assets-based and needs-responsive mindset
- Communicate in preferred language(s) with interpretation and translation available; facilitate meetings in the majority language(s) and translate to English, not the other way around
- Parent liaisons to help with outreach to peers--ask each family to bring a friend
- Parent leaders partner with staff to co-create agenda and lead meetings
- Parent testimonials to support how committee has impacted their student and family

5 DEVELOPMENTAL

- Parent "University"--build parents' capacity
- Special presentations by guest speakers, teachers, parents, and students ([see ideas below](#))
- Standing topics of interest/need: year-long focus ([see ideas below](#))
- Share and analyze data
- Partner with organizations (e.g. CAFE) to do parent trainings/workshops

3 INTERACTIVE

- Potluck and raffles (books, supplies, etc.)
- Small group activities to building community
- Hands-on activities
- Parent-student activities
- Include cultural and holiday celebrations relevant to community

Other strategies:

- Make it convenient (provide childcare, meet when parents can attend, provide dinner)
- Promote meetings and committees in multiple ways, add photos from meetings and parent acknowledgements/recognitions to newsletters
- Send interpreted meeting material ahead of time

DELAC Dates 2024-25

- Tuesday October 15, 2024
- Tuesday, December 10 2024
- Tuesday, February 25, 2025
- Tuesday, April 22 2025

Meetings will be held virtually from 6.00 p.m. to 7.00 p.m.

Links to Resources

[CDE ELAC webpage](#)

[CDE DELAC webpage](#)

[2024-25 FPM EL Instrument](#)

[Translation and Parental Notification](#)

[EL Program Inclusion in SPSA checklist](#)

[Resource Sheet - 10/7/22 L&L Session](#)

[ELAC Participation Ideas](#)

[Dual Capacity-Building Framework](#)

[US Dept of Ed EL Family Toolkit](#)

Questions and Discussions

Thank you!