



SUGGESTED GUIDELINES FOR SUPPORTING PARENTS SERVING ON CENTRAL OFFICE PARENT COMMITTEES

ZOOM MEETING ON NOVEMBER 17



OBJECTIVES FOR THIS PRESENTATION

1. Provide a basic overview of *parent membership* on the District's 3 Central Committees
2. Provide an overview of the *learning provided to parents* serving on District committees
3. Review *resources available to support principals* with parent engagement
4. Respond to any *inquiries* from principals



BASIC OVERVIEW OF PARENT MEMBERSHIP ON COMMITTEES

OVERVIEW OF 3 COMMITTEES

CAC

DELAC

PAC

- There are 3 District level parent committees:
 - Community Advisory Committee or CAC;
 - District English Learner Advisory Committee or DELAC;
 - Parent Advisory Committee or PAC.
- CAC meets once a month. DELAC and PAC meet once or twice a month.
- All 3 committees meet from 2 pm to 5 pm over Zoom.

OVERVIEW OF 3 COMMITTEES

- Parents are **elected by peers** in regional convenings for DELAC and PAC; **appointed by Board** for CAC at a Board meeting twice each year.
- Each committee has **officers** elected by the body of members at their first meeting when they come together. Committee officers plan the agenda for each meeting with PCS staff.
- Some committees have **subcommittees**, as described in the bylaws.



COMMUNITY ADVISORY COMMITTEE AUTHORITY AND DUTIES

LOS ANGELES UNIFIED SCHOOL DISTRICT

Special Education Local Plan Area



LOCAL PLAN FOR SPECIAL EDUCATION

Austin Beutner
Superintendent of Schools

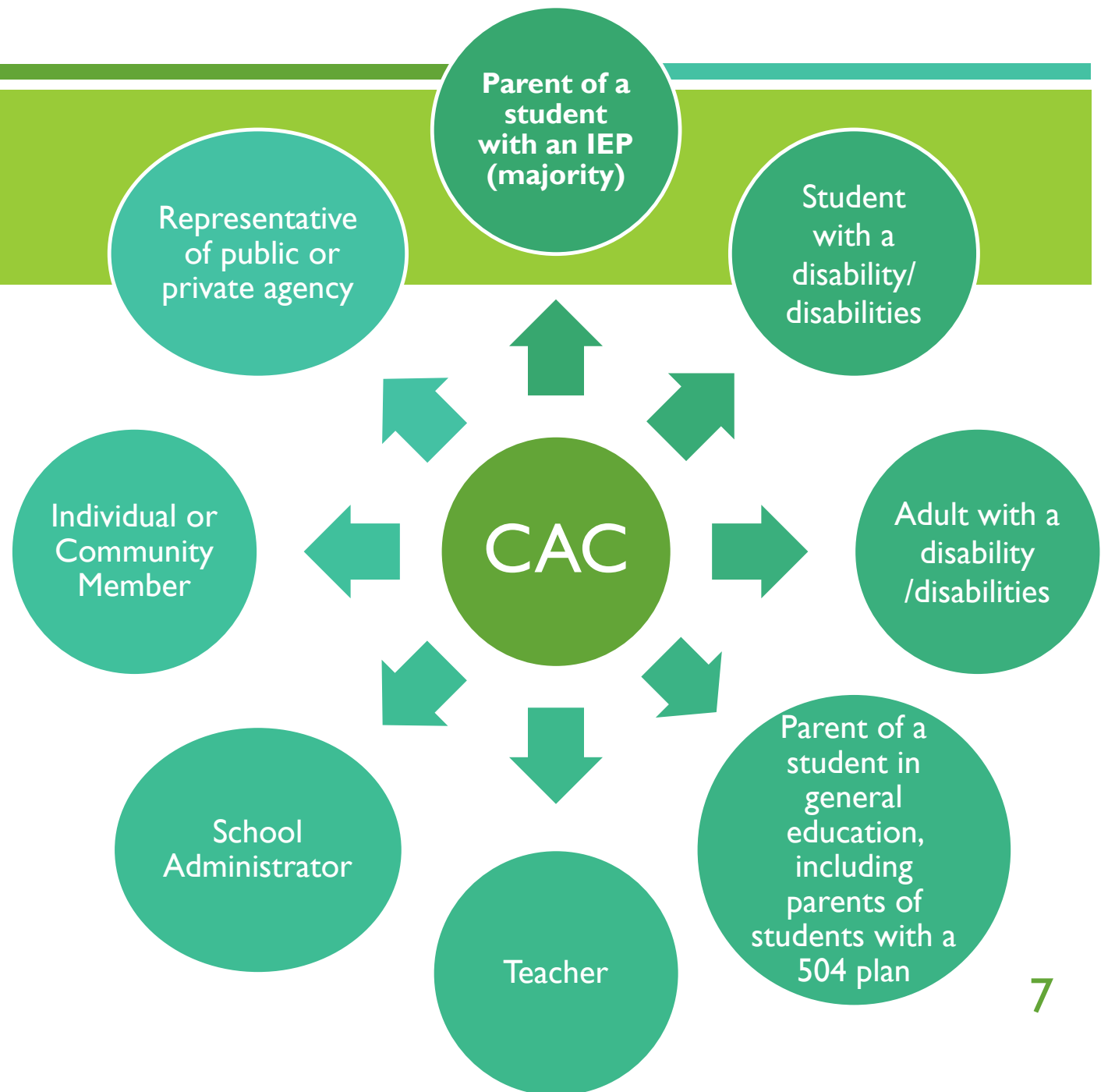
Beth Kauffman
Associate Superintendent
Division of Special Education

JUNE 2018

- The CA Ed Code, sections 56190 through 56194, establishes the CAC.
- The CAC advises the Board of Education, Superintendent of LAUSD, and Division of Special Education staff regarding the development, amendment, and review of the Special Education Local Plan Area (SELPA) local plan.

CAC COMPOSITION

- The CAC has **32** representatives and **10** alternates.
- The CA Ed Code, section 56193, provides guidance on the member categories which must be represented.



DISTRICT ENGLISH LEARNER ADVISORY COMMITTEE AUTHORITY AND COMPOSITION



- The California Education Code, sections 62002.5 and 52176, and the CA Code of Regulations, section 11308, requires the establishment of a District English Learner Advisory Committee (DELAC) for districts with at least 50 or more English Learners.

- The DELAC will have a total of **48** English Learner parent representatives and **24** alternates representing each of the 6 Local Districts.

- The parents of English Learner students will elect the **8** representatives and **4** alternates per Local District.



DISTRICT ENGLISH LEARNER ADVISORY COMMITTEE DUTIES

1. The DELAC **shall advise** on at least the following tasks:
 - Development of a **District Master Plan** for education programs and services for English learners.
 - Conducting of a **Districtwide needs assessment** on a school-by-school basis.
 - Development of a plan to ensure compliance with any applicable teacher and/or instructional aide requirements.
2. The DELAC shall review and comment on the development or annual update of the **Local Control and Accountability Plan** (LCAP).
3. The DELAC shall review and advise on the development of the **Consolidated Application** (Con App).

PARENT ADVISORY COMMITTEE AUTHORITY AND DUTIES



California Education Code sections 52060-52063, requires the establishment of a district-wide PAC to provide review of and comment on the Local Control and Accountability Plan (LCAP) before its adoption annually. The Superintendent is required to respond to the comments in writing.

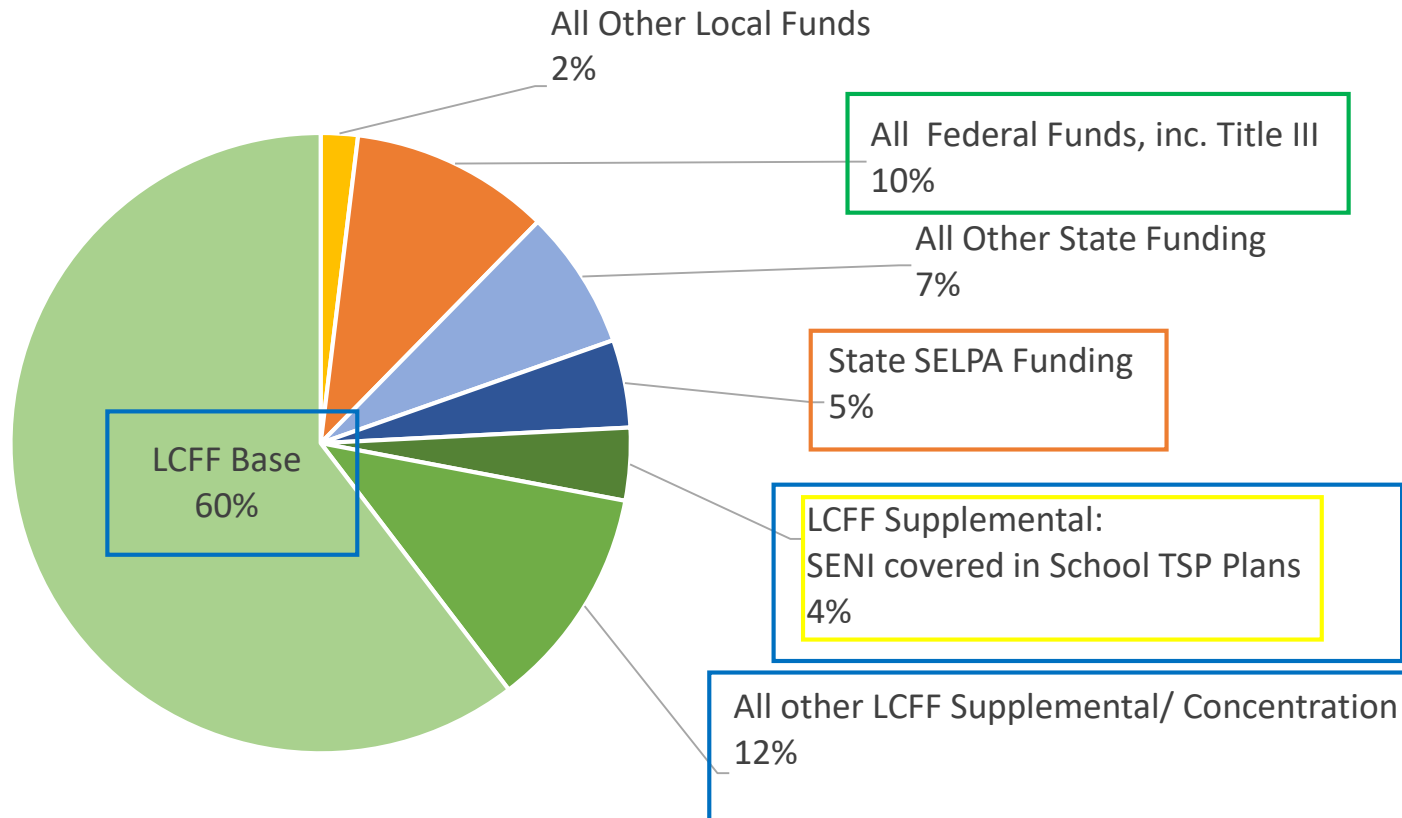
PARENT ADVISORY COMMITTEE COMPOSITION

The PAC is composed of **55** elected representatives and **24** alternates from these groups:

- **12** Parents/guardians of students that participate in the **Free and Reduced Price Meal Program**
- **12** Parents/guardians of students enrolled at schools (**Parents At-Large**)
- **12** Parents/guardians of students identified as **English Learners**
- **12** Parents/guardians or agencies serving **Foster Youth** students
- **7** LAUSD **Board of Education Parent Representatives**



REVIEW OF CAC, DELAC, AND PAC OVERSIGHT



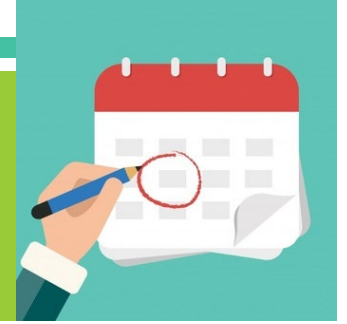
LCAP - DELAC / PAC Oversight

TSP Plans - School Oversight

SELPA Plan - CAC Oversight

ConApp - DELAC Oversight

REVIEW OF CAC, DELAC, AND PAC MEETING SCHEDULE



CAC Meeting Dates

October 21, 2020
November 18, 2020
December 16, 2020
January 20, 2021
February 17, 2021
March 17, 2021
April 21, 2021
May 19, 2021

DELAC Meeting Dates

November 12, 2020
December 3, 2020
January 14, 2021
January 28, 2021
February 11, 2021
March 25, 2021
April 15, 2021
May 13, 2021

PAC Meeting Dates

October 29, 2020
November 19, 2020
December 10, 2020
January 21, 2021
February 18, 2021
March 18, 2021
April 8, 2021
May 20, 2021

CAC OFFICERS

NAME	ROLE	SCHOOL	LD
Lisa Mosko	Chairperson	The City School	X
Mayra Zamora	Vice Chairperson	Flemming MS	S
Yoo Eun Kim	Secretary	N/A	
Ariel Harman Holmes	Parliamentarian	Kester Ave. ES	NE
John Perron	Public Relations	Toluca Lake ES	NE



DELAC AND PAC OFFICERS

DELAC

NAME	ROLE	SCHOOL	LD
Diana Guillen	Chairperson	MacArthur Park ES	C
Eduardo Covarrubias	Vice Chairperson	South East HS	E
Norma Gonzalez	Secretary	122 nd St. ES	S
Cecilio Lopez	Parliamentarian	Woodlawn ES	E
Juanita Garcia	Public Relations	San Fernando HS	NE

PAC

NAME	ROLE	SCHOOL	LD
Paul Robak	Chairperson	Vladovic Harbor Prep.	S
Mayra Zamora	Vice Chairperson	Flemming MS	S
Maria Daisy Ortiz	Secretary	Franklin HS	C
Ana Carrion	Assistant Secretary	Foshay LC	C
TBD	Parliamentarian	TBD	TBD
TBD	Public Relations	TBD	TBD



OVERVIEW OF LEARNING PROVIDED TO PARENTS SERVING ON DISTRICT COMMITTEES

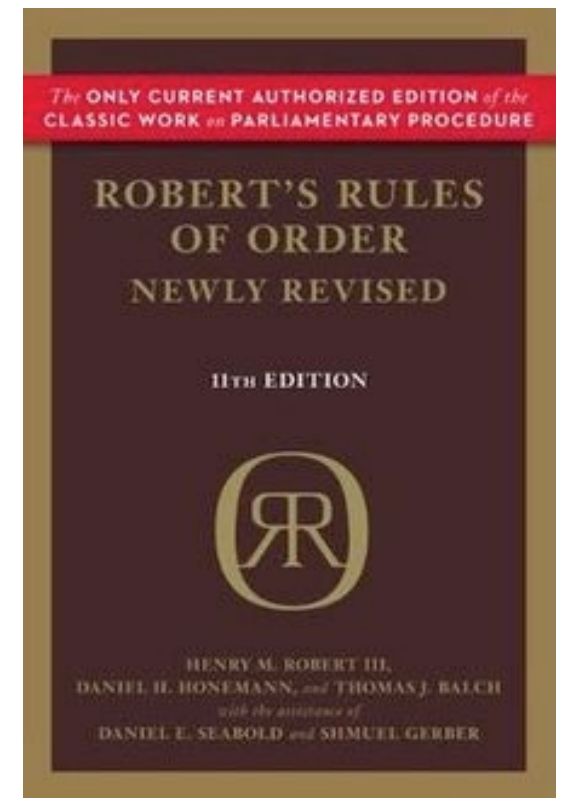
OVERVIEW OF LEARNING PROVIDED TO PARENT MEMBERS

P L A N

- The CAC studies the **SELPA Local Plan**. The members receive presentations on different parts of the plan from District staff.
- The DELAC studies the **EL and SEL Master Plan**, with the Multilingual and Multicultural Education Department providing presentations to parents on how the plan is being implemented and how the **Consolidated Application** supports it.
- The DELAC and PAC study the **Local Control and Accountability Plan**. Presentations are provided from a wide range of District offices supported by plan.

OVERVIEW OF LEARNING PROVIDED TO PARENT MEMBERS

- **Robert's Rules of Order** are used extensively during the meetings.
- Each committee determines the time, place and manner of public comment, **which is designated on the meeting agenda**. Members of the public are **not** allowed to comment during the meeting, unless agendized.
- Each committee has **bylaws**, which govern the operation of the committee as a body. Members have strict **attendance rules** and are expected to review their bylaws annually.
- Officers receive special training to fulfill their duties, as described in the bylaws.

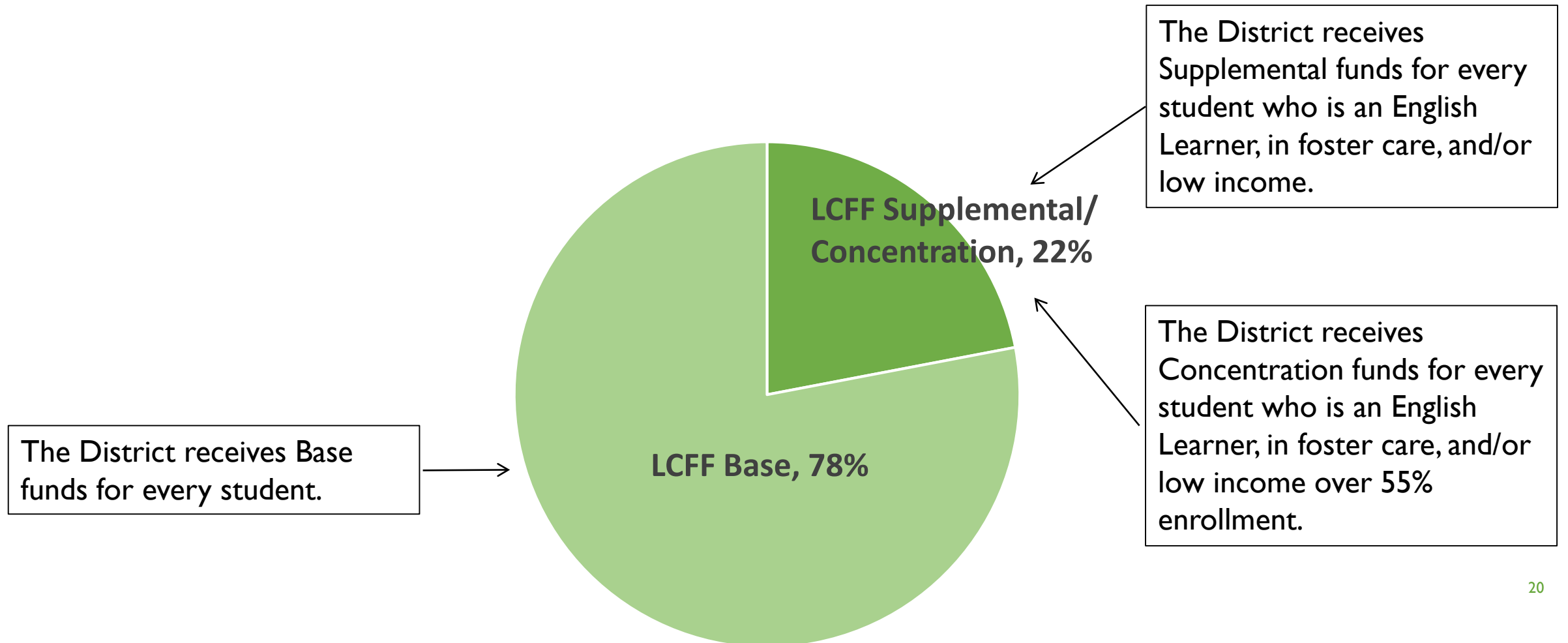


OVERVIEW OF LEARNING PROVIDED TO PARENT MEMBERS



- Committees operate under the **Greene Act** (DELAC and PAC) and **Brown Act** for CAC, so there are rules about transparency with decision-making and access to information for the public. All meetings follow an agenda **strictly**, which is sent to members and posted in front of our building.
- **Workshops** are offered throughout the year to parents to deepen their understanding about topics related to committee business. Topics include the following: Reviewing Data on the CA School Dashboard, Using Parliamentary Procedures, How to Write SMART Comments, etc.

BACKGROUND ON LCFF / LCAP



BACKGROUND ON LCFF / LCAP

The LCAP is a **three-year plan** that is updated each year and describes the goals, actions, services, and expenditures to support positive student outcomes that address state and local priorities.

- California Department of Education

2014-17

2017-20

2020-21

2021-24

For 2020-21, the LCAP was suspended, and instead the District developed the Learning Continuity and Attendance Plan

LEARNING CONTINUITY AND ATTENDANCE PLAN

Described the District's planning and engagement for 2020-21 school year, including:

- Planning for in-person instruction
- Distance learning, including supports for students with unique needs
- Strategies for student learning loss
- Mental Health
- Pupil and Family Engagement
- School Nutrition

LOOKING AHEAD TO 2021-24 LCAP

- By July 1, 2021, LAUSD must adopt a new LCAP
 - The LCAP will include an Annual Update that will incorporate updates both for the 2019-20 LCAP and the 2020-21 LCP
 - The LCAP will describe new expected outcomes, actions, and expenditures for 2021-2024
- Parents serving on DELAC and PAC will be engaging with data, planning and programming extending over five years (2019-24) and may have questions for how these plans are reflected in your site plans, including the TSP Plans



RESOURCES AVAILABLE TO SUPPORT PRINCIPALS WITH PARENT ENGAGEMENT

ALIGNMENT

Central District

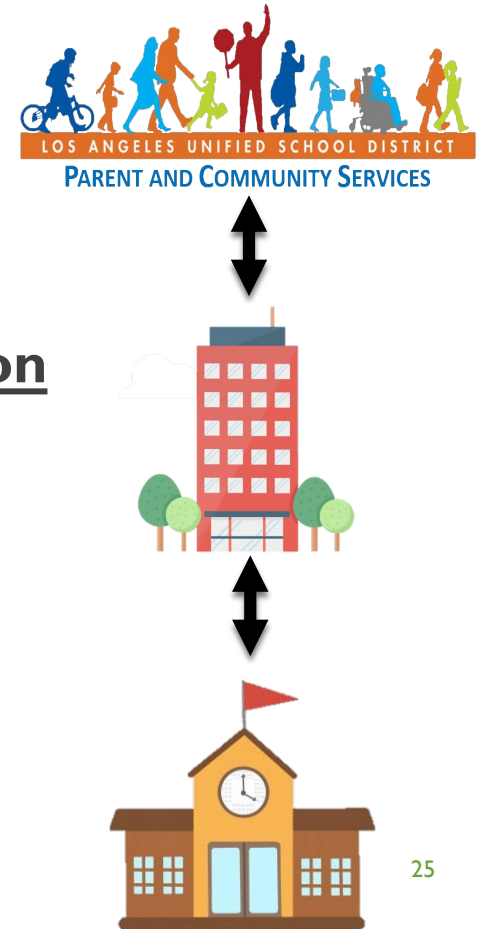
- Community Advisory Committee
- **District English Learner Advisory Committee**
- **Parent Advisory Committee**
- Other parent engagement

Community of School and Local District Coordination

- **ELAC Study Group**
- **LCAP Study Group**
- Title I Study Group Conference
- Other parent engagement

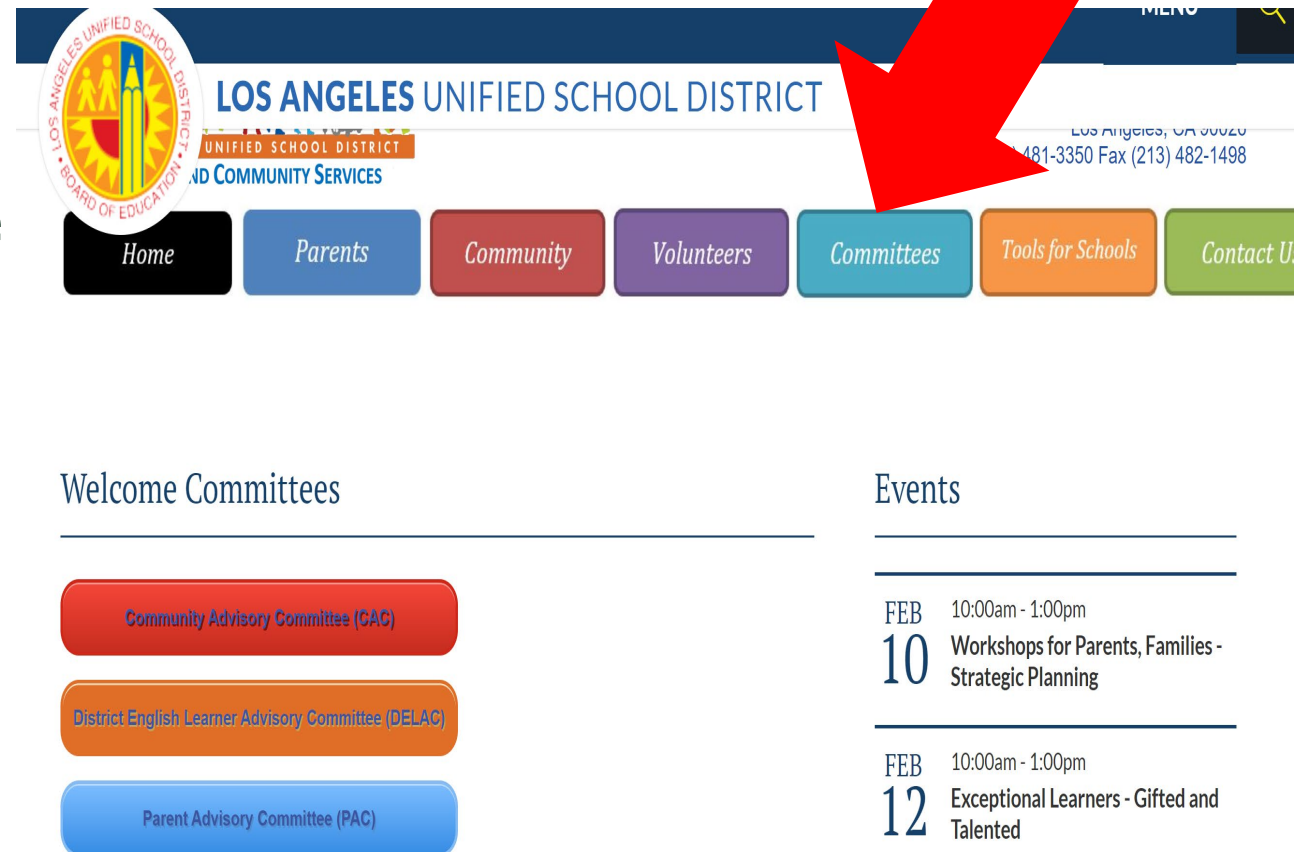
School Site

- Local School Leadership Council
- **English Learner Advisory Committee**
- **School Site Council**
- Other parent engagement



RESOURCES FOR PRINCIPALS

- Meetings are **video-recorded** and materials and videos for each meeting are **placed online** on the Office of Parent and Community Services (PCS) website under the Committees tab.
- Members are expected to keep meeting materials and are given a **binder** for their handouts. Please feel free to **meet** with your parents to discuss their learning. You may want to **invite them to share** at a larger parent meeting.



The screenshot shows the Los Angeles Unified School District website. The header includes the district logo and name. A navigation bar contains several tabs: Home, Parents, Community, Volunteers, Committees, Tools for Schools, and Contact Us. A large red arrow points to the 'Committees' tab. Below the navigation bar, the 'Welcome Committees' section lists three committees: Community Advisory Committee (CAC), District English Learner Advisory Committee (DELAC), and Parent Advisory Committee (PAC). To the right, the 'Events' section lists two upcoming events: FEB 10 Workshops for Parents, Families - Strategic Planning and FEB 12 Exceptional Learners - Gifted and Talented.

LOS ANGELES UNIFIED SCHOOL DISTRICT
UNIFIED SCHOOL DISTRICT
AND COMMUNITY SERVICES

Los Angeles, CA 90020
481-3350 Fax (213) 482-1498

Home Parents Community Volunteers **Committees** Tools for Schools Contact Us

Welcome Committees

- Community Advisory Committee (CAC)
- District English Learner Advisory Committee (DELAC)
- Parent Advisory Committee (PAC)

Events

FEB 10	10:00am - 1:00pm	Workshops for Parents, Families - Strategic Planning
FEB 12	10:00am - 1:00pm	Exceptional Learners - Gifted and Talented

RESOURCES FOR PRINCIPALS



The screenshot shows the Los Angeles Unified School District website. At the top, there is a green header with the text 'RESOURCES FOR PRINCIPALS'. Below this is a dark blue navigation bar with the text 'Classic View' and 'LOS ANGELES UNIFIED SCHOOL DISTRICT'. The main content area is divided into two columns. The left column has a 'Welcome Employees' section with four buttons: 'California Content Standards', 'Graduation Requirements', 'Parent Workshops', and 'Parent Portal'. The right column has an 'Events' section with a list of upcoming events. A large red arrow points from the top right towards the 'Tools for Schools' tab in the navigation bar.

Classic View

LOS ANGELES UNIFIED SCHOOL DISTRICT

Parent and Community Services
1360 West Temple Street
Los Angeles, CA 90026
Phone (213) 481-3350 Fax (213) 481-3392

Home Parents Community Students Volunteers Committees **Tools for Schools** Contact Us

Welcome Employees

California Content Standards

Graduation Requirements

Parent Workshops

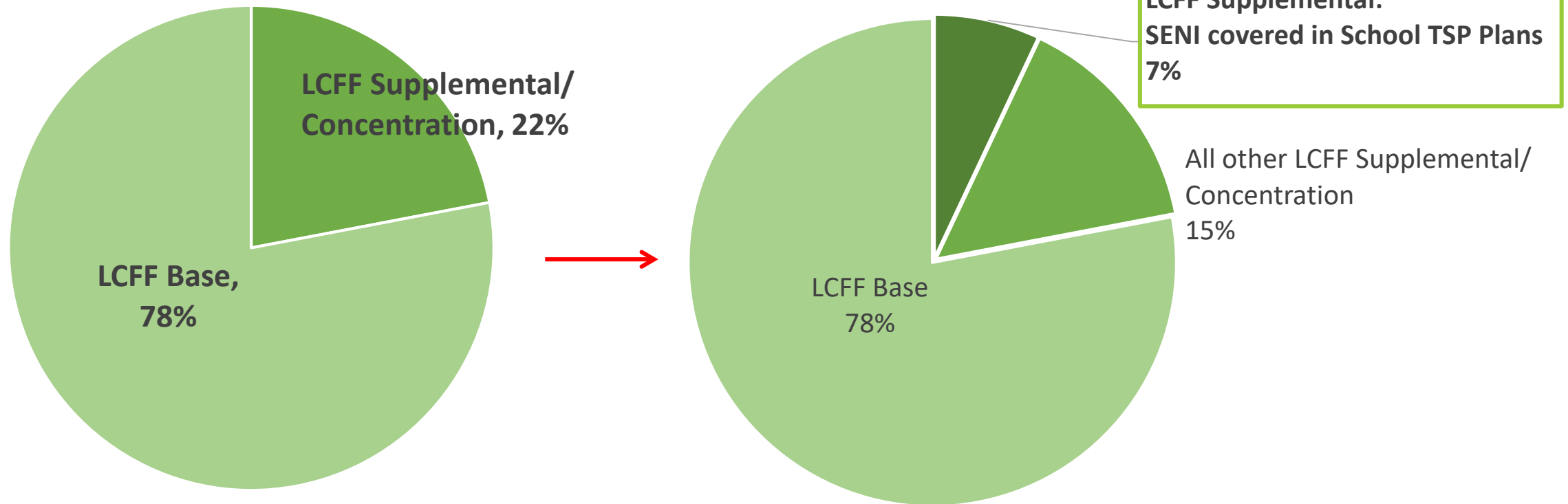
Parent Portal

Events

FEB 10	10:00am - 1:00pm Workshops for Parents, Families - Strategic Planning
FEB 12	10:00am - 1:00pm Exceptional Learners - Gifted and Talented
FEB 13	10:00am - 1:00pm Parent Advisory Committee (PAC) Meeting #6
FEB 14	10:00am - 1:00pm Workshops for Parents, Families - Parliamentary Procedures

- Workshop presentations are on the PCS website under the **Tools for Schools** tab, behind a SSO login page, along with **customizable newsletters and brochures**, for use with parents. For example, some resources include the following: College Preparation, ELD Support, High Frequency Words and Practicing the Math Practices at Home.
- To consider some timely support, there many resources to assist families with **budget development**.

BUDGET DEVELOPMENT: CONNECTING LCFF/LCAP TO SENI/TSP



Note that SENI / TSP funds, like the other Supplemental and Concentration funds, are required to be spent on increased/ improved services and programs to close equity gaps for students who are English Learners, low-income, and/or in foster care

BUDGET DEVELOPMENT: CONNECTING LCFF/LCAP TO SENI/TSP

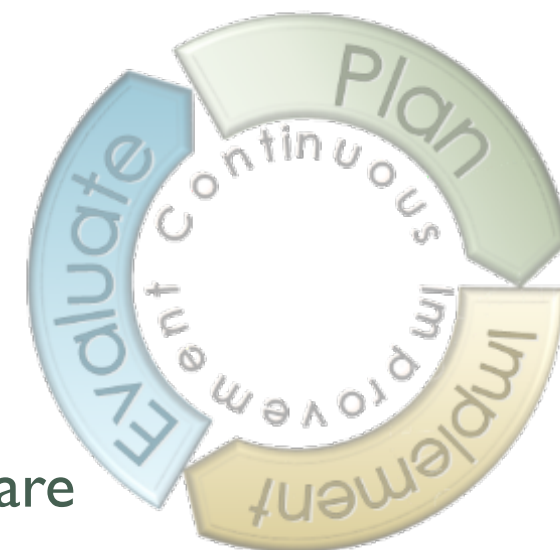
- Purpose of the Targeted Student Population (TSP) Plans is to articulate how TSP funds will be used for increased or improved services and programs to close equity gaps for students who are English Learners, Low-Income, and/or in Foster Care
 - Targeted Student Population (TSP) Plan is a companion to the SPSA
 - TSP Plans are reviewed and approved by COSAs
 - Five new program codes (in place of Program 10552) to align and track budgeted expenditures of existing TSP funds to LA Unified's LCAP goals.
1. Program 10983, 100% Graduation
 2. Program 10984, Proficiency For All
 3. Program 10985, 100% Attendance
 4. Program 10987, Parent and Community Engagement
 5. Program 10988, School Safety and Climate

BUDGET DEVELOPMENT TIMELINE

Now	Review last year's TSP Plans as you start to work on the new SPSAs and TSP Plans to identify opportunities for improvement
November – December	Conduct needs assessments with staff, families, students, and community members
January - February	Based on your needs assessment, identify target outcomes and strategies you will use to reach those outcomes
February (as part of budget development)	Submit TSP plans to COSAs during Budget Development, aligning your TSP expenditures to the 5 new program codes based on the outcomes you are working to improve
Ongoing Engagement	<i>Coffee with the Principal, Staff Meetings, Principal Newsletters, etc.</i>

BUDGET DEVELOPMENT ENGAGEMENT RECOMMENDATIONS

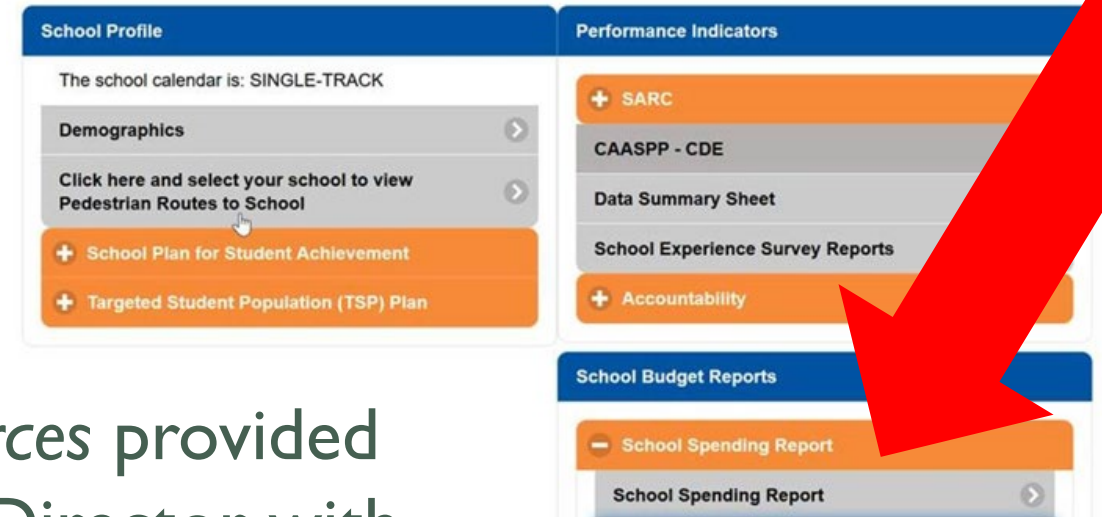
- Share your school's needs assessment **process** and **results** with parents.
- Explain **how** your needs assessment informed your school plans.
- Show how your school plans are **funded** using General Funds; TSP funds for your English Learner, Low Income, and Foster Youth students; and your categorical funds.
- Discuss the **effectiveness of specific strategies** or actions you are implementing in your plan.
- Ask parents for **their recommendations** on how to support students and use the funds.
- **Trace** how parent input has informed the plans that you are implementing currently.



BUDGET DEVELOPMENT RESOURCES

- *Recommendations and Comments from LAUSD Parents on LCAP Goals Program Guide:*

<https://achieve.lausd.net/Page/16333>



- *LCAP 101 and Family Engagement Resources* provided by Dr. Derrick Chau, Senior Executive Director with the Office of Strategy and Innovation
- Resources to support stakeholder engagement on the Office of Budget Services and Financial Planning's website
- *School Spending Report* tool on the School Directory website

SAMPLE

This is a sample of what one school has provided to parents to share the school's funds.

Budget 2020-2021 Elementary School

Site Council Vote

7E046 Parental Involvement \$ 4,381

- a. Attendance for Parent Conference \$ 2,100
Loyola Marymount 15 @ \$ 150 = \$ 2,100
- b. Mileage for conference attendance \$415
@ \$ 0.55 = \$ 415
- c. Instructional Materials \$1,866

7S046-Title 1 \$ 292,757

- a. Teacher Assistants 5 @ \$ 18,642 \$ 93,210
- b. Health benefits of teacher aides \$ 27605
- c. Library Assistant 5 days \$ 51,843
- d. School nurse 2 days @ \$ 23,255 \$ 46,510
- e. PSA Counselor (attendance) - 2 days \$ 48,611
- f. Community representative 4 hours / day \$ 17,067
- g. Curricular excursions (18 @ \$410.)\$ 7380
- h. Instructional Materials \$ 531

Informational

TSP / SENI \$ 243,653

- a. Assistant Principal of TSP \$ 138,827
- b. School Supervision Helpers 2/3 hours \$ 22,302
- e. Intervention Teacher 50% \$ 59,017
- d. 1 additional arts teachers \$ 23,255
- e. General Supplies \$ 252

TSP / Transitional SENI \$ 39,064

- a. TA Relief Time (parent conferences) \$1,295
- b. 1 additional arts teacher\$23,255
- c. Advisory Committees\$ 2,000

BUDGETING FOR STUDENT ACHIEVEMENT MODULES

PCS is developing a module series for principals:

- Assets & Needs Assessment
- Data dialogue and vision for student and school achievement
- Linking data to school budget decision making



Budget Development Series

Session 1: Needs and Assets Assessment

Serie de Desarrollo Presupuestario

Sesión 1: Evaluación de necesidades y activos

LCAP / LCFF AND SENI/TSP RESOURCES



New District LCAP Website:
<https://achieve.lausd.net/lcap>

- [LCFF Infographic](#)
- [LCAP Infographic](#)



RESPOND TO INQUIRIES



QUESTIONS

- Might you have any additional questions?



CONTACT INFORMATION

Please contact the following administrators for questions related to the LCAP:

- District LCAP: Sarah Chevallier at sarah.chevallier@lausd.net
- TSP Plan Development: Karen Long at karen.long@lausd.net
- Dr. Derrick Chau at derrick.c.chau@lausd.net

Please contact the following administrators for questions related to the Central Committees:

- CAC and DELAC: Dr. Danny Dixon at dcd4647@lausd.net
- PAC: Diane Panossian at dpanossi@lausd.net
- Office of Parent and Community Services: Antonio Plascencia, Jr. at antonio.plascencia@lausd.net