The meetings of the District English Learners Advisory Committee this school year:

1) September 16, 2009 (Board)
   a. Discussion with Kevin Truitt and LEAD team

2) October 21, 2009 (General Meeting)
   a. English Learners Advisory Committee Roles & Responsibilities + SSC + Budgets

3) November 18, 2009 (General Meeting)
   a. LAU Plan Implementation Update

4) January 20, 2010 (General Meeting)
   a. English Learners Advisory Committee & Balanced Score Card
   b. English Learners Advisory Committee Board Elections

5) January 28, 2010 (Chairperson)
   a. Sign the Consolidated Application (District Plan)

6) March 17, 2010 (General Meeting)
   a. Reclassification Procedures
   b. The State Budget Crisis: ELAC feedback on possible cuts
   c. Pass out District-wide Needs Assessment

7) April 7, 2010 (Board Meeting)
   a. Conversation with Superintendent Carlos Garcia
   b. Approve DELAC District-wide Needs Assessment

8) April 21, 2010 (Board Meeting)
   a. Review binder with duties, by-laws, etc.
   b. Draft report to the Board of Education and calendar of meetings for next school year
   c. Review SFUSD Parent website
   d. Bilingual Community Council Report
   e. Review ELAC duties sent to the school sites

9) May 19, 2010 (General Meeting in collaboration with BCC)
   a. Lau Master Plan

10) On-going…Site meetings with ELACs

RECOMMENDATIONS
In order to implement the Lau Plan and to carry out the responsibilities required by the California Department of Education, and most importantly to give voice to parents of English Learners to assure academic achievement, the District English Learners Advisory Committee recommends:

Communication as a Vital Means of Achieving the District Goal of Equal Access in Education
- DELAC views equal access as communication with families in their respective home languages as well as in English, and must include the same content. This should include all levels of District work with families. It is critical that translation/interpretation services be improved and expanded to ensure equal access to information by all language groups. This should include all informational documents distributed by District offices and school sites.
• Site visits by the Lau Implementation Team to determine the effectiveness of ELD programs should include a consultation with ELAC members.

• ELAC should be promoted with an introduction and handouts by an ELAC member at Back to School Night

**Improving the Effectiveness of the DELAC Board**

• Regular exchange of information between DELAC and other District departments, including the Bilingual Community Council, the Lau Team, English Support Services, the Parent Advisory Committee, the District Advisory Committee, and the Educational Placement Center. This would ensure that the EL community receives District information in a timely manner, with the opportunity for reciprocal advice and feedback.

• One DELAC Board member should attend the SF Board of Education meetings with the objective of keeping DELAC members informed of any new District policies.

**Development and Monitoring of English Learners Advisory Committees**

• Providing additional staff to support school administrators and ELACs, to ensure all pertinent information is available to carry out their duties and function effectively.

• Providing consistent, comprehensive monitoring of District ELAC’s through family surveys and assistance from Parent Liaisons, along with planned oversight from EL Support Services staff.

• The EL Packet sent out by EL Support Services to families should be forwarded to ELAC’s in advance, so that ELAC will be able to support parents in understanding the information. Furthermore, DELAC recommends including a letter to explain the contents of the packet in plain and less formal language.

• Integration of a strong, functioning ELAC should be included in Principal evaluations. Principals should provide documentation of training, workshops, a detailed report on the ELD program, and their process for soliciting and responding to ELAC recommendations.

• Providing a high-level District Administrator to oversee the development and monitoring of ELAC work. DELAC recommends Jorge Cuevas-Antillon, who has done a remarkable job of being transparent with site and District budget information. He has offered state and federal compliance information to ELAC members in an effort to aid their informed decision-making.

• The annual District “parent satisfaction surveys” should include and highlight specific feedback about the English Learners Advisory Committee, and be translated as required for each school site.

• Including workshops with information about ELAC responsibilities for Administrators, faculty and parents at the yearly SFUSD School Community Summit.

• Providing information and training on the Lau Plan and ELAC as a part of each site’s Professional Development Plan.
• Training school personnel on how to support and include ELAC and EL families in decision-making regarding school affairs. Strategies should be developed for increasing family participation.

Language Programs
• Continuing to promote and support the development of the various types of language programs at all schools, as described in the Lau Plan.

• Schools should have a “family friendly” handout on their ELD program, including the names of ELD teachers at the site and those responsible for instruction.

• Schools should offer workshops to share ELD curriculum and materials with EL parents. Would include demonstrations of strategies used to teach English and other content to English learners.

Respect for all Families
• While this is a very subjective area of concern, we have concrete examples of parent’s ideas being ignored. Perhaps because suggestions are made in languages other than English, parents have received either a condescending response, or worse, a hostile one. We recommend that the District leadership consistently reinforce Strategic Plan expectations.

Respectfully Submitted:
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