

**DLACP Bylaws Recommendations**  
**November 8, 2017**

**I: Name**

<b>Original Text:</b> The name of this committee shall be the District Local Control Accountability Parent Plan Committee.			
<b>Recommendations from 9/27/17 DLCAP Meeting</b>	<b>Committee Survey Recommendations</b>	<b>Public Survey Recommendations</b>	<b>Healthy Richmond Recommendations</b>
<p>Change name to be more parent friendly            Que el nombre incluya estudiantes.            Diferentes grupos representados Ex. ELD,            Foster Youth, Low income. (That the            title/name includes students. Different            groups represented. Ex. ELD, Foster Youth,            Low-income.)            Not phrased as parent but parent/student            committee                ↳ help decide together what \$ goes            To have that happen rephrase it</p>			<p>The name of this committee shall be            the Parent and Youth Local Control            Accountability Plan Committee also            referred to as the Parent and Youth            DLCAP Committee.</p>
<b>Proposed New Text:</b> The name of this committee shall be the District Local Control Accountability Parent & Student Committee (DLCAPS)			

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**II: Background**

<p><b>Original Text:</b>          In 2013, the Legislature enacted and the Governor signed legislation creating the Local Control Funding Formula (LCFF) and the Local Control Accountability Plan (LCAP). Those laws require that the School Board establish a parent advisory committee to provide advice to the Board and the Superintendent of the district regarding the implementation of the LCFF and LCAP. The LCFF recognizes that students with additional academic needs, low income, English language learners and foster youth – also need additional financial resources to support their education.</p>			
Recommendations from 9/27/17 DLCAP Meeting	Committee Survey Recommendations	Public Survey Recommendations	Healthy Richmond Recommendations
Update to more current language	Update to more current language from the state		<p>In 2013, the Legislature enacted and the Governor signed legislation creating the Local Control Funding Formula (LCFF) and the Local Control Accountability Plan (LCAP). Those laws require that the School Board establish a parent advisory committee to provide advice to the Board and the Superintendent of the district regarding the implementation of the LCFF and LCAP. The LCFF recognizes that students with additional academic needs, low income, English language learners and foster youth – also need additional financial resources to support their education.</p> <p>The LCAP is an important component of the LCFF. Under the LCFF all Local Education Agencies (LEAs) are required to prepare an LCAP, which describes how they intend to meet annual goals for all pupils, with specific activities to address state and local priorities identified pursuant to Education Code Section</p>

**Proposed New Text:**

In 2013, the California Department of Education (CDE) revised the education code to develop the new California Schools Accountability System, establishing the Local Control Funding Formula (LCFF) and Local Control Accountability Plan (LCAP) (California Education Code ch. 14.5, §15494). LCFF is used to allocate state funding to school districts; all public school districts receive base funding. Districts like WCCUSD receive supplemental and concentration funding based on their number of low income, English learner, and foster youth students. The LCAP is used to show how this additional supplemental and concentration funding will be spent to improve student outcomes (Cali. Ed Code Ch. 14.5, §15496).

The new accountability system requires that teachers, principals, administrators, other school staff, local bargaining units, parents, and students be consulted to inform the LCAP development. As part of this stakeholder engagement, the School Board is required to establish a student and parent advisory committee to provide advice on the LCAP to the Board and the Superintendent. The committee should be comprised of parents or legal guardians of current district students and current students (Cali. Ed Code Ch. 6.1, §52069).

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**III: Purpose**

<b>Original Text:</b>			
The LCAP is an important component of the LCFF. Under the LCFF all Local Education Agencies (LEAs) are required to prepare an LCAP, which describes how they intend to meet annual goals for all pupils, with specific activities to address state and local priorities identified pursuant to Education Code Section 52060(d).			
<b>Recommendations from 9/27/17 DLCAP Meeting</b>	<b>Committee Survey Recommendations</b>	<b>Public Survey Recommendations</b>	<b>Healthy Richmond Recommendations</b>
<p>To support students that are part of programs such as ELL.            More clarity on school site council committee            More parent awareness on LCAP in all schools            Where to find education codes            Que todas las voces sean representadas y que el número de estudiantes y padres representantes aumenten para reflejar el grupo que representa. (That all voices are represented and that the number of students and parents representatives increases to reflect the group it is representing.)            Juntas en escuelas con familias y representantes. (Meeting at schools with families and representatives.)            Que puedan mandar representante. (That they are able to send a representative.)            Un reemplazo (A replacement)            Recibir entrenamientos. (Receive trainings.)            Mandar a toda comunidad noticias. (Send news to all community.)            Tiempo. ex: mandar bylaws (Time. Ex: send bylaws.)            Is a description. Need a clear purpose.            What's the true purpose. Ex. Make</p>	<p>What is the purpose of the committee?            Per California Education Code § 52063(a), the statute specifically states that PACs are established to provide general advice to school boards and superintendents on LCAP requirements.            To agree on a budget plan for the LCAP funding.            To discuss the use of LCAP monies for different needs.            How is the committee related to other committees such as School Site Councils and the Multilingual District Advisory Committee?            At this time, it is not related and there is not a built-in connection between these committees, but there sure should be. You also forgot ELAC and PTA/PTO's and the new African-American Advisory Council, and ILT. ALL of these groups should be tied in communicating, but most important is the Site Council, and there should be some mechanism within the school so that the LCAP and MDAC/ELAC report into the Site</p>		<p>Section 1: The purpose of the Parent Local Control Accountability Plan Committee is to make recommendations to the LCAP with open and constant communication with students, parents/caregivers of children in WCCUSD that functions as a powerful parent-student union, with its own meeting space, website, and budget. The Parent LCAP Committee, in unity with School Site Councils and MDAC Committees, have the power to give recommendations to the LCAP. The Parent DLCAP Committee will provide a written and oral report to the Board about the proposed LCAP budget by April 20th of each school year.            In order to ensure this group lives the values and roadmap goals of the district and school community, participants should be provided translation in Spanish and English, written and oral, childcare, and healthy food at each meeting.            Those working deeply with parents, students, and community members</p>

<p>recommendations on goals and expenditures  Outcomes  Monitor  Clearly defined statement  More clarity of committee role  Monitoring of LCAP  Students get help/education help  Oversee funds  Should focus on equity vs. equality. Ex. need consistent teachers (not subs all year → not learning)  *Priority items/student influence → empower + represent students*  Is the body for decision making or reviewing info given to them? EdCode defines LCAP as an advisory committee to the board  Healthy Richmond Letter aligns to a deeper engagement in LCAP process  Este comité también puede verificar la seguridad de los servicios elementales en las escuelas como por ejemplo los baños funcionen perfecto y que tengan agua pura para tomar. (This committee also can verify the security of the elemental services in schools. Like for example, that restrooms function perfectly and that they have pure water to drink.)  Oversee funds  Improve educational environment of students, supporting students needs.  Focused on, learning  ↳ Graduation  School district where students attend thrive  Consistent teacher reliability, substitutes  Students get help/education help</p>	<p>Council. I'm not sure how this gets done without overwhelming a single volunteer, but that communication runway is essential.  It would be helpful for them to collaborate to know what these other committees need from LCAP.  SSC benefits from allocations determined by LCAP</p>		<p>will have a role in communicating and sharing information related to the group, including meeting minutes, updates and interim reports. These people include District School Community Outreach Workers, school health center representatives, leaders of the School Site Councils, district sub-committees, PTA's and community organizations working to serve youth and families in the district.</p>
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**Proposed New Text:**

The LCAP is an important component of California's new accountability and continuous improvement system. All school districts are required to prepare an LCAP

to describes how they intend to meet annual goals for all pupils - especially low income, English learner, and foster youth students. The LCAP must address state and local priorities identified pursuant to Education Code Section 52060(d).

The purpose of the District Local Control Accountability Parent & Student Committee (DLCAPS) is to make recommendations regarding the Local Control Accountability Plan through ongoing communication with students, parents/caregivers of children in WCCUSD. The District Local Control Accountability Parent & Student Committee will provide a written and oral recommendations to the Board on the proposed Local Control Accountability Plan.

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**IV: Composition**

**Original Text:**  
 The District Local Control Accountability Plan Parent Committee will be composed of parents or legal guardians of current district students. Since more than 70% of the students in the district are either English language learners, low income or foster youth, the large majority of members will be parents of low income, English language learners or foster youth. Each of the groups listed below will nominate one current WCCUSD parent or legal guardian to represent the group:

Alternative Education	Contra Costa Interfaith Supporting
Bayside Council of PTAs	Community Organization
Building Block for Kids	Foster or Group Home
Citizens Budget Advisory Committee	Healthy Richmond
Concilio Latino	Homeless
Latina Center	Special Education CAC
Multilingual District Advisory Committee	Strategic Plan Steering Committee
NAACP	Student from each high school (ex officio)
North Richmond Network	United Teachers of Richmond
Public Employees Local 1	West Contra Costa Administrators
RYSE Center	Association
School Supervisors Association	

In addition, each group of principals from the six school families will nominate parents from volunteers who complete applications including one elementary and one secondary parent for each high school family.

<b>Recommendations from 9/27/17 DLCAP Meeting</b>	<b>Committee Survey Recommendations</b>	<b>Public Survey Recommendations</b>	<b>Healthy Richmond Recommendations</b>
Who to contact if want to add a new member? How often are bylaws updated? Translate bylaws Youth voice? New groups added * # of members based on unduplicated count Student reps from ↑ unduplicated count schools More transparency on group selection Parent or guardian	Q: How are new members nominated? Members should RUN and BE ELECTED by their PEERS from their SCHOOL SITES just like Site Council, or SITE COUNCIL should ELECT/APPOINT someone to LCAP. It would be awesome if every middle and high school could send a student too. I know this is very, very difficult. I think they should work for WCCUSD. They should not be representing the		The District Local Control Accountability Plan Parent Committee will be composed of parents or legal guardians of current district students. Since more than 70% of the students in the district are either English language learners, low income or foster youth, the large majority of members will be parents of low income, English language learners or foster youth. The committee must be composed of

<p>Reflect composition of student population Families have representation proportional Poder elegir ellos mismos proceso transparente, publicar lista de personas que aplicaron (Them being able to choose a transparent process, publish list of people who applied.) No solo tres personas tener un steering committee (Not only three people to have a steering committee.) Limita las voces (Limits the voices.) Youth ELAC (Youth ELAC) Padres de PTO (Parents of PTO) Parent teacher Parent clubs Organizaciones que representant low- income communities (Organizations that represent low-income communities) Should be phrased as parent + student committee Need more information about the committee for all students. Location can be a barrier (rotate or needs location easily accessible by public transport +public places to _____. Need training for new people. Elect alternates for every position- for students + parents (and alternates can vote) Have students Students should have voting rights Quorum? How to ensure all groups are present → How can the facilitators bring experience to support this? How are educators included? → Can teachers give feedback on programs implemented? → More on committee?→How are the teachers able to reasonably advocate for LCAP student</p>	<p>movement to privatize education. Self-nominated, for the most part. Q: How will member capacity be expanded? Member capacity should be redone so that every school sends one representative to DLCAP. That's your whole committee. Everyone else gets booted off. Even PTA. You'll end up with about 54 people on the committee. Every school will be equally represented. I worry that's too many members on one committee, but I'm hopeful it will improve order and LCAP communication within each school. What you have going on now, for a number of reasons, is not working. Too many people that are not even enrolled in our schools are disrupting the process in unhelpful ways and are impeding what could be a tremendously helpful and directive committee. I don't think we need to expand the member capacity. We just need to fill the empty seats. Q: Should the number of members representing each school / family be dependent on the number of unduplicated count?  No. Every school in our district enrolls these critical populations and every school should be equally represented. IDEALLY, the representative should be from one of these unduplicated count groups,</p>		<p>parents, as well as students and community members that reflect the diversity of groups most impacted by LCAP. The committee must accurately be reflective of the racial composition of the district, and include members of the Latino, African American, API, disabled and LGBTQ community. The committee space will be intentionally set up to be welcoming and safe for monolingual members. The process for selecting new members will be fair in order to ensure the committee's representation of those groups served by the LCAP: low income students and families, English Language Learners, and foster/homeless youth is proportionate to the highest need schools. The selection of new members will be an open, electoral process; applications will be submitted within a set timeframe and members chosen by an impartial party in a public meeting space Youth membership will be an open process in which all high school students and all organizations that work with youth are informed about open positions in a timely manner. Clear instructions on how to apply must also be available and provided.  SSCs, ELAC Committees and parent organizations and community</p>
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<p>needs?          What about principal feedback?          #'s of members in bylaws          [Multilingual District Advisory Committee]should be representation          Proper representation from SSC          Representation              ↳Communication          Equity ✓✓ versus equality              ↳in composition          Each school          2 might not be enough → Feeder schools not enough          Seats reserved for students              ↳transportation              ↳people selected can make it/alternative              ↳training          Way more student representation              ↳only know because youth commission          Outreach presentation          Even engaged students don't know "more club" let go</p>	<p>and has a direct line to the School's Site Council, but that should not be a hard and fast rule. I've recommended tremendous parents to this committee from different minority groups that care deeply about equity and have a lot to give from their experiences. If given the opportunity to participate, they will make us stronger.          Maybe          Yes          Q: Which community organizations should get to appoint a parent to the committee? Are new community groups added annually?          None. The more I think about this, and look at high-performing districts, they have limited participation from outside groups. Some different examples. Berkeley - parents only. Oakland - parents and students plus reps for foster and special ed. We've invited every Tom, Dick and Harry to the detriment of parent voices. Only ones who are actively working to strengthen our traditional public schools.          501 c3 organizations that have a history of funding, supporting, or cooperating with local schools.</p>		<p>organizations nominating members from each school family will be proportionate to the population of students in each school family representing low income, English language learner and foster/homeless youth. All prospective members must demonstrate involvement with school activities and governance, and be committed to tracking how the LCAP funds are utilized to serve the most impacted students. The committee has a total of XX parent seats and XX youth seats, for a total of XX combined seats. And all members are voting members.</p> <p>Each of the groups listed below will nominate one current WCCUSD parent or legal guardian to represent the group:          Alternative Education          Bayside Council of PTAs          Building Block for Kids          Citizens Budget Advisory Committee          Concilio Latino          Contra Costa Interfaith Supporting Community Organization          Foster or Group Home          Healthy Richmond          Homeless youth          The Latina Center          Multilingual District Advisory Committee NAACP          North Richmond Network          Public Employees Local 1          RYSE Center</p>
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			<p>School Supervisors Association  West Contra Costa Parents Council  Special Education CAC  Strategic Plan Steering Committee  Student from each high school (ex officio)  United United Teachers of Richmond  West Contra Costa Administrators Association</p> <p>In addition, the SSC, Parent ELAC, and school parent councils for each school from the six school families will nominate parents from volunteers who complete applications including one elementary and one secondary parent for each high school family. New parent and youth groups will be added by requesting to be added to the DLCAP membership in a public meeting during public comment. Committee members must agendize the item and take a vote to approve or deny a new parent or youth group organization.</p>
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**Proposed New Text:**

The District Local Control Accountability Parent & Student Committee will be composed of parents or legal guardians of current district students and WCCUSD students. Since more than 70% of the students in the district are either English language learners, low income or foster youth, the large majority of members will be students or parents who represent low income, English language learners or foster youth. The composition of the committee will reflect the diversity of the students and families within the district.

Each of the groups listed below will nominate one current WCCUSD parent or legal guardian to represent the group (21 seats)

- Alternative Education
- Bayside Council of PTAs
- Building Block for Kids
- Citizens Budget Oversight Committee
- Concilio Latino
- Contra Costa Interfaith Supporting Community Organization
- Foster or Group Home
- Healthy Richmond
- Homeless Parent, Youth, or Advocate

- Latina Center
- Multilingual District Advisory Committee
- NAACP
- North Richmond Network
- School Supervisors Association
- African American Site Advisory Team (AASAT)
- West Contra Costa Parents Council
- Special Education CAC
- Strategic Plan Steering Committee
- United Teachers of Richmond
- West Contra Costa Administrators
- Teamsters
- Association

Each of the groups listed below will nominate one current WCCUSD student to represent the group (2seats)

- RYSE Center
- Youth Commission

Each high school will recruit/nominate one high school student per school. (9 seats)

In addition, each group of principals, SSC's, ELAC's, AAPAC's, and Parent Groups will promote and assist in recruitment of participants to represent the six school families. Interested parents/caregivers will complete and submit applications, each school family will have a seated elementary and secondary parent representative. (12 seats)

In the event that there are multiple nominations for one seat, eligible applicants will be identified by a random drawing, done at the DLCAPS Meeting with committee members completing the random selection.

The full composition will include 12 school family representatives, 9 high school representatives, 2 youth group organizations, and 21 community/group representatives.

New parent and youth groups representatives will be considered for addition to the membership added by requesting to be added to the DLCAPS membership in a public meeting during public comment. Committee members must agendaize the item and take a vote to approve or deny a new parent or youth group organization.

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**V: Meetings**

<p><b>Original Text:</b>          The District Local Control Accountability Plan Parent committee will meet at least three times during each calendar year, twice in the spring to review and advise the Board about the District’s Local Control Accountability Plan and once in September to review data from the prior school year. The Superintendent (or designee) will provide support to the committee and will respond in writing to the committee report prior to the Board’s public hearing on the LCAP.</p>			
Recommendations from 9/27/17 DLCAP Meeting	Committee Survey Recommendations	Public Survey Recommendations	Healthy Richmond Recommendations
<p>More time for meetings          Different place → closer → location</p>	<p>Q: How often should the committee meet?          Monthly ALL YEAR LONG including summer, which are planning meetings for the year. OK, maybe no meeting in July. Or December.          5 times per school year.          Twice a year.          Q: What is the timeline and general content for meetings (Does the first meeting take place in September or January?)          The first meeting takes place in September. During the Fall, the district’s Supt. and all members of the cabinet host and attend FACILITATED community LCAP meetings by school family. You all should be meeting with students too. You all should be coming out to middle and high schools at lunch and having "Lunch with the Supt. and Cabinet" and getting student opinions. Then the DLCAP meetings are by goal. Example, September Goal 1, October Goal 2, November Goal 3. Maybe there is a meeting</p>		<p>The District Local Control Accountability Plan Parent committee will meet at least eight times during each calendar year, including an initial orientation and training for participants and the executive chairs.          The chairs, executive committee and district staff are responsible for providing an accountable yearly workplan and timeline. Parent and Student DLCAP Committee will use this timeline to guide their work:          {INSERT TIMELINE HERE}          The Superintendent (or designee) will provide support to the committee and will respond in writing to the committee report prior to the Board’s public hearing on the LCAP .</p>

<p>about something critical like the new CA State Dashboard. There should also be meetings about key education indicators, such as:  Proficient reading by 3rd grade and what do we need to do to improve that?  September  September.  Q: How long do members serve?  Two Years.  2 years  One year  .</p>		
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**Proposed New Text:**  
The DLCAPS committee will meet at least two times during each calendar year, including at least twice in the spring to review and advise the Board about the District’s Local Control Accountability Plan and once in the fall to review data from the prior school year. The DLCAPS will provide written recommendations to the Superintendent on the LCAP at the LCAP Public Hearing. The Superintendent (or designee) will provide support to the committee and will respond in writing to the committee report prior to the Board approval meeting on the LCAP.  
Additional meetings may be added as agreed upon by the Executive Committee, Committee, and staff at the beginning of each academic year. A clear annual timeline and workplan will be developed annually and shared at the beginning of each academic year.

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**VI: Operations**

**Original Text:**  
 Section 1. Members will serve for a two-year term except for the committee appointed in 2014. Members may be reappointed by their sponsoring groups.  
 Section 2. During the first meeting of the year and after completing the orientation activities, the committee will designate a Chair and Vice-Chair to serve for that year.  
 Section 3. At the second meeting, the Superintendent will present and respond to questions about the draft Local Control Accountability Plan. The committee will review the plan and use a consensus process to provide advice for the Board. If members disagree with the consensus view of the committee, they may individually or collectively submit additional advice to the Board.  
 Section 4. During the third meeting that takes place in the fall, the Superintendent will provide data to show the degree to which the goals of the LCAP were achieved.

<b>Recommendations from 9/27/17 DLCAP Meeting</b>	<b>Committee Survey Recommendations</b>	<b>Public Survey Recommendations</b>	<b>Healthy Richmond Recommendations</b>
Clarifying dates Working groups around specific topics (youth voice) 1st draft production date	Q: How often should the committee meet? Monthly ALL YEAR LONG including summer, which are planning meetings for the year. OK, maybe no meeting in July. Or December. 5 times per school year. Twice a year. Q: What is the timeline and general content for meetings (Does the first meeting take place in September or January?)? The first meeting takes place in September. During the Fall, the district's Supt. and all members of the cabinet host and attend FACILITATED community LCAP meetings by school family. You all should be meeting with students too. You all should be coming out to middle and high schools at lunch and having "Lunch with the Supt. and		Section 1. Members will serve for a two-year term except for the committee appointed in 2014. Members may be reappointed by their sponsoring groups though an application and to be approved by the Parent and Student LCAP Committee members  Section 2. During the first meeting of the year and after completing the orientation activities, the committee will designate a Chair and Vice-Chair to serve for that year and if required, an executive committee.  Section 3. At the second meeting, the Superintendent will present and respond to questions about the draft Local Control Accountability Plan. The committee will review the plan and use a consensus process to

Cabinet" and getting student opinions. Then the DLCAP meetings are by goal. Example, September Goal 1, October Goal 2, November Goal 3. Maybe there is a meeting about something critical like the new CA State Dashboard. There should also be meetings about key education indicators, such as: Proficient reading by 3rd grade and what do we need to do to improve that?  
 September  
 September.  
 Q: How long do members serve?  
 Two Years.  
 2 years  
 One year

provide advice for the Board. If members disagree with the consensus view of the committee, they may individually or collectively submit additional advice to the Board.

Section 4. During the third meeting that takes place in the fall, the Superintendent will provide data to show the degree to which the goals of the LCAP were achieved.

**Proposed New Text:**

Section 1. Members will serve for a two-year term except for the committee appointed in 2014. Members may be reappointed by their sponsoring groups. In the event that a member does not complete their two year term, applications will be opened to fill the vacant seat. In the event that a Community Based Organization wants to change their representative, that organization will be responsible for notifying the existing representative of the change and submitting a new application for their seat. The committee will formally approve each new appointment to officially add new members to the roster.

Section 2. During the first meeting of the academic year and after completing the orientation activities, the committee will designate a Chair, Vice-Chair, and Member at Large to serve for that year. When possible, the Member-at Large will be an outgoing previous committee Chair, Vice-Chair, or Member-at-Large to support a smooth leadership transition.

Section 3. During the Fall meetings, the committee will review the current year plan. The Superintendent or designee will provide data updates from the prior year plan.

Section 4. During the Spring meetings, the Superintendent or designee will provide data to show the degree to which the goals of the LCAP are being achieved. The committee will review the data and begin to make recommendations for the development of the new plan. The committee will review the plan and use a consensus process to provide advice for the Board. If members disagree with the consensus view of the committee, they may individually or collectively submit additional advice to the Board.

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**VII: Committee Operations**

**Original Text:**  
 Section 1. Meetings will be held on dates, at times and at schools as designated by the Chair and Vice Chair.  
 Section 2. At least three meetings will be held each school year. The exact number of meetings will be determined by the needs.  
 Section 3. The Executive Committee will consist of the Chair, Vice-Chair and one member selected by the full committee to develop an agenda for each meeting.  
 Section 4. Meeting sessions will be limited to no more than two hours.  
 Section 5. Discussion to obtain consensus will be the prevailing procedure used at meetings.  
 Parliamentary procedure will be used when a decision is to be recorded and transmitted as a recommendation.  
 Section 6. A quorum will consist of a simple majority of appointed members.  
 Section 7. Meeting minutes will be recorded for each meeting. They will be distributed to each member and posted on the District's website.

<b>Recommendations from 9/27/17 DLCAP Meeting</b>	<b>Committee Survey Recommendations</b>	<b>Public Survey Recommendations</b>	<b>Healthy Richmond Recommendations</b>
	<p>Q: Who will determine where and when meetings take place?            Have a lottery from pre-selected sites in each school family that will encourage civil discourse. Ideally each school family should host and the meetings should rotate around the District. Please don't hold it in a room like you did at Helms again. That was AWFUL. It was noisy and led to a circus-like atmosphere. DeAnza Library, El Cerrito Library, Kennedy Library, Ford Library, Coronado Library, etc. are beautiful and inviting spaces that would encourage dialogue. Time of meetings -- poll members. The Coordinators. District.</p> <p>Q: What training opportunities will members receive?            Members should come onto the</p>		<p>Section 1. Meetings will be held on dates, at times and at schools as designated by the Chair and Vice Chair.            Section 2. At least three meetings will be held each school year. The exact number of meetings will be determined by the needs            Section 3. The Executive Committee will consist of the Chair, Vice-Chair and one member selected by the full committee to develop an agenda for each meeting.            Section 4. Meeting sessions will be limited to no more than two hours.            Section 5. Discussion to obtain consensus will be the prevailing procedure used at meetings.            Parliamentary procedure will be used when a decision is to be recorded and transmitted as a recommendation.</p>



committee with basic knowledge and perhaps take a test or sign a document that states they have reviewed the pre-materials. This will lead to smoother meetings, which have been disrupted by people not understanding basic LCAP concepts. Many awesome resources are available through California State PTA. <http://capta.org/focus-areas/lcfflcap/>. Then, additional training should happen BEFORE each LCAP meeting for 1 hour. The training can be broken up into topics, or, perhaps it is training by goal. There are lots of things you can do here, but basically, members should come on with some knowledge, and everyone should be able to learn as the year goes on.  
I'm not sure  
Online training.

Section 6. A quorum will consist of a simple majority of appointed members.  
Section 7. Meeting minutes will be recorded for each meeting. They will be distributed to each member and posted on the District's website.

**Proposed New Text:**

Section 1. Meetings will be held on dates, at times and at schools as designated by the Chair and Vice Chair and Member at Large. The Executive Committee will develop an agenda for each meeting. The agenda will be distributed in English and Spanish to committee members and posted to the District website 72hrs prior to each meeting.

Section 2. Additional meetings may be added as agreed upon by the Executive Committee, Committee, and staff at the beginning of each academic year. A clear clear annual timeline and workplan will be developed annually and shared at the beginning of each academic year.

Section 3. The Executive Committee will consist of the Chair, Vice-Chair and one member Member at Large selected by the full committee.

Section 4. Meeting sessions will be limited to no more than two hours.

Section 5. Discussion to obtain consensus will be the prevailing procedure used at meetings.

Parliamentary procedure will be used when a decision is to be recorded and transmitted as a recommendation

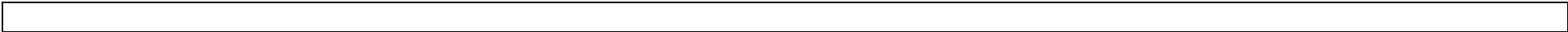
Section 6. A quorum will be 50% or more of the current voting membership at the time of each meeting.

Section 7. Meeting minutes will be recorded for each meeting. They will be distributed to each member and posted on the District's website.

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**VIII: Officers**

<p><b>Original Text:</b>          Section 1. Officers will be elected by a simple majority. Officers will serve a one-year term and may be re-elected.          Section 2. Officers will include a Chair and Vice-Chair.          Section 3. Officers will be elected at the first meeting of each new year.</p>			
Recommendations from 9/27/17 DLCAP Meeting	Committee Survey Recommendations	Public Survey Recommendations	Healthy Richmond Recommendations
	<p>Q: When will the Chair and Vice-Chair be elected and how can continuity of leadership be ensured?          The Chair and Vice-Chair should be elected at the first meeting, and their terms should stagger so that you are not replacing both at the same time. They should overlap because there should be an implied understanding that the vice-chair is serving so that they can be the future chair. This does not always work out, but it does provide some continuity in leadership.          I think at the end of the school year. There should be a board elected by members of the committee and board members should serve for 2 years.Q:</p>		<p>Section 1. Officers will be elected by a simple majority. Officers will serve a one-year term and may be re-elected.          Section 2. Officers will include a Chair and Vice-Chair.          Section 3. Officers will be elected at the first meeting of each new year and approved by the Parent and Student DLCAP Committee.</p>
<p><b>Proposed New Text:</b>          Section 1. Officers will be elected by a simple majority. Officers will serve a one-year term and may be re-elected.          Section 2. Officers will include a Chair, Vice-Chair, and Member at Large. .          Section 3. Officers will be elected at the first meeting of each new academic year. Committee members can self-nominate or be nominated by another committee member. Those nominated by others have the right to opt out of nomination. Voting will take place with present committee members. Committee member will vote for each officer separately, beginning with the Chair. Votes will be counted by a youth committee member and member of the public.          (Need to map out composition of Executive Committee and selection process.</p>			



**DLACP Bylaws Recommendations**  
**November 8, 2017**

**IX: Member Responsibilities**

<p><b>Original Text:</b>          Section 1. Each member is expected to attend meetings and to participate in committee activities.          Section 2. The Committee may replace a member who does not attend regularly.          Section 3. Each member is expected to study the issues or problems which come before the committee in order to contribute to the resolution process.          Section 4. Members serve two-year terms.</p>			
Recommendations from 9/27/17 DLCAP Meeting	Committee Survey Recommendations	Public Survey Recommendations	Healthy Richmond Recommendations
	<p>Q: What is the process for replacing members who do not attend regularly?            This goes back to the site council and a new member is chosen.            I'm not sure</p> <p>Q: What is the process for replacing members who do not attend regularly?            This goes back to the site council and a new member is chosen.            I'm not sure</p> <p>Q: How long should members be able to serve?            They should run it just like site council, or be appointed by SSC, and can be reappointed.            2-4 years            One year.</p>		<p>Section 1. Each member is expected to attend meetings and to participate in committee activities.            Section 2. The Committee may replace a member who does not attend regularly.            Section 3. Each member is expected to study the issues or problems which come before the committee in order to contribute to the resolution process.            Section 4. All prospective members must demonstrate involvement with school activities and governance, and be committed to tracking how the LCAP funds are utilized to serve the most impacted students.            Section 5. Members must meet with schools in their school families or with groups who belong to their school family so they can understand the needs that school community have.            Section 6. Members serve two-year terms.</p>

**Proposed New Text:**

Section 1. Each member is expected to attend meetings and to participate in committee activities.

Section 2. The Committee may replace a member who does not attend regularly.

Section 3. Each member is expected to study the issues or problems which come before the committee in order to contribute to the resolution process.

Section 4. Members serve two-year terms and may be reappointed.

**DLACP Bylaws Recommendations**  
**November 8, 2017**

**X: Bylaw Changes**

<b>Original Text:</b> Section 1. Proposed by-law revisions can be proposed by any member, will be reviewed by the Executive Committee and brought to the membership to change.			
<b>Recommendations from 9/27/17 DLCAP Meeting</b>	<b>Committee Survey Recommendations</b>	<b>Public Survey Recommendations</b>	<b>Healthy Richmond Recommendations</b>
	<p>Q: How do members of the public or community organizations propose bylaw revisions?</p> <p>That's a good question. I'm not sure they should give feedback. I think all of those groups should get kicked off and power goes back to the parents. But how bylaw revisions should be entertained is a good question...ruminating on that....</p> <p>I'm not sure.</p> <p>Via google form.</p> <p>Q: How often should the bylaws be updated?</p> <p>Every two years. I can show you PTA's format. You should look to adopt that model. You did not leave a place for free-range comments, so I will add them here. I have been unbelievably frustrated and shocked by what I have seen over the last 10 months. Perhaps it is because I grew up in a dysfunctional family that could not organize their way out of a paper bag, and now I have this overwhelming urge to restore order to dysfunction, but you are squandering a tremendous</p>		<p>Section 1. Proposed by-law revisions can be proposed by any member of the committee, will be reviewed by the Executive Committee and brought to the membership to change.</p>

opportunity to collect meaningful and important feedback from people who really need to be heard. And, along the way, this has just devolved into some of the worst the WCCUSD has to offer. This is \$50 million dollars a year - not a small sum of money - that we need to spend as wisely as we can. We need every penny to count especially for these critically underserved populations. It is a moral imperative. I think you could learn a lot from PTA and I can come in and talk to you about using Roberts Rules of Order to run meetings and how a PTA meeting is divided up into two parts: The "Business" section and the "Program" section. You should look to adopt a similar model. PTA bylaws might serve as a model for our own. And PTA has TONS of resources that are very absorbable to parent populations and are already translated. I'd like you to find a facilitator that is familiar with LCAP. Great that she spoke Spanish, but she didn't have her hands around what the LCAP was. Additionally, at our last meeting, groups should have been formed by counting off by 10's, so they were mixed, and every group should have been assigned a section of bylaw to discuss. Everyone started at the top and no one finished. Additionally, I am not sure why all these people that are not on the committee were allowed to

participate in the exercise. What is the point of having a committee when everyone is participating? Why am I even showing up? Just invite people in off the street as a committee member's opinion counts no more than any other's. Additionally, what is the role and responsibility of the chair and vice chair? At the next LCAP meeting, I want to see a presentation on GOAL ONE. I want to see where you have been, what worked and what did not, and why, where you are now, what is working and what is not and why and where you think you should be going. And then I want parents to weigh in. We haven't talked about anything really meaningful about the programs or the data. WE NEED TO START DOING THIS. It is my opinion that the LCAP is too broad and is trying to be all things to all people, when in fact deep investments into just a few things would probably yield better results. Lets' be bold, innovative and strategic on a few things rather than \$80K here and there. I want to help you get there. Now that I have released this pent-up rant, I am, once again, very happy to come in and nicely discuss some larger ideas than this document allows about how you can have organized, meaningful and important meetings. Thank you, it is a lot of hard work and I see what you put into it, and I appreciate it. Annually



	Annually.		
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**Proposed New Text:**

Section 1. Proposed by-law revisions can be proposed by any member, will be reviewed by the Executive Committee and brought to the membership to change.

**DLACP Bylaws Recommendations**  
**November 8, 2017**

**Proposed New Article: Superintendent Responsibilities**

<b>Original Text:</b>			
<b>Recommendations from 9/27/17 DLCAP Meeting</b>	<b>Committee Survey Recommendations</b>	<b>Public Survey Recommendations</b>	<b>Healthy Richmond Recommendations</b>
			<p>Section 1: The superintendent must present the LCAP to the Parent DLCAP Committee for review and comment pursuant to Education Code Section 52062.</p> <p>Section 2: The superintendent must present the LCAP to the MDAC for review and comment.</p> <p>Section 3: The superintendent must respond, in writing, to comments received.</p>
<b>Proposed New Text:</b>			

**DLACP Bylaws Recommendations**  
**November 8, 2017**

**Proposed New Article: District Responsibilities**

<b>Original Text:</b>			
<b>Recommendations from 9/27/17 DLCAP Meeting</b>	<b>Committee Survey Recommendations</b>	<b>Public Survey Recommendations</b>	<b>Healthy Richmond Recommendations</b>
			<p>Section 1. Coordinate meeting times and outreach to participants and the public.</p> <p>Section 2. Work with the data department ensure participant and public questions about metrics and other shared materials for the budget are communicated and addressed.</p> <p>Section 3. Support the recording of meeting minutes and sharing these in a timely manner no more than 1 week after a committee meeting.</p> <p>Section 4. Provide all relevant documentation (translated) on the LCAP draft at least a week prior to all scheduled meetings so that members have adequate time to review them in their entirety</p> <p>Section 5. Present the committee with drafts of the oral and written presentations for the board of education, and working with committee members to include all necessary data, commentary, and recommendations in these reports.</p> <p>Section 6. Facilitate each committee meeting in an inclusive and transparent fashion, consistent with the goals and values set in the</p>

			<p>district’s roadmap and as expressed by the community. Meetings will at time be presented in both English and Spanish</p> <p>Section 7. Collaborate with committee members, other stakeholders and district staff to lead trainings in the district for school site staff, parents, and teachers on the LCAP and committee process.</p> <p>Section 8. Maintain a viewable workplan for the group, available online, that includes the functional timeline from August to May.</p> <p>Section 9. The District will keep an updated roster of representatives and confirmed members of the committee, including executive chairs. The District will update the roster annually and be available for public view on the district website. An updated printed roster will be provided at the first meeting including each committee member’s name, district email, respective school family or organization, role and the year the member was elected into the committee.</p>
<b>Proposed New Text:</b>			

**DLACP Bylaws Recommendations**  
**November 8, 2017**

**Additional Comments Received:**

<b>Original Text:</b>			
<b>Recommendations from 9/27/17 DLCAP Meeting</b>	<b>Committee Survey Recommendations</b>	<b>Public Survey Recommendations</b>	<b>Healthy Richmond Recommendations</b>
Who determines how much money each school receives (state) How long does it take to implement funds going to school Can we or who do we ask about how each school is spending their money? Which resources will the LCAP funds cover? Communication to Community→ How do parents in the committee get necessary info from school sites to make decisions? ⇒Directives of Sub Committee Principal School community workers Teachers Orgs Bayside PTA UTR, etc. get info, is limited Train LCAP members (bilingual)			
<b>Proposed New Text:</b>			

No.	First Name	Last Name	Member Type	School Family/Organization	Term Period Begins	Term Period Ends
No.	Nombre	Apellido	Grupo	Escuela/Oranizacion	El período de término comienza	Término del Término
1	Sharon	Jackson	STUDENT REPS	De Anza	September 2017	June 2019
2	Kateryn	Ochoa	STUDENT REPS	El Cerrito	September 2017	June 2019
3	Michelle	Urbina	STUDENT REPS	Greenwood	September 2017	June 2019
4	OPEN	OPEN	STUDENT REPS	Hercules	September 2017	June 2019
5	Jaheim	Jones	STUDENT REPS	Kennedy	September 2017	June 2019
6	Kyra	Abrams	STUDENT REPS	Middle College	September 2017	June 2019
7	OPEN	OPEN	STUDENT REPS	Pinole Valley	September 2017	June 2019
8	OPEN	OPEN	STUDENT REPS	Richmond	September 2017	June 2019
9	OPEN	OPEN	STUDENT REPS	Vista	September 2017	June 2019
10	OPEN	OPEN	PARENT/SCHOOL FAMILY REPS	Alternative Education	September 2017	June 2019
11	Rosa Maria	Hernandez	PARENT/SCHOOL FAMILY REPS	De Anza - Elementary	September 2016	June 2018
12	Katie	Harless	PARENT/SCHOOL FAMILY REPS	De Anza - Secondary	September 2016	June 2018
13	PENDING	PENDING	PARENT/SCHOOL FAMILY REPS	El Cerrito - Elementary	September 2017	June 2019
14	PENDING	PENDING	PARENT/SCHOOL FAMILY REPS	El Cerrito - Secondary	September 2017	June 2019
15	LaShante	Smith	PARENT/SCHOOL FAMILY REPS	Hercules - Elementary	September 2016	June 2018
16	OPEN	OPEN	PARENT/SCHOOL FAMILY REPS	Hercules - Secondary	September 2017	June 2019
17	Juanita	Towns	PARENT/SCHOOL FAMILY REPS	Kennedy - Elementary	September 2016	June 2018
18	Bertha	Maya	PARENT/SCHOOL FAMILY REPS	Kennedy - Secondary	September 2016	June 2018
19	David	Olsen	PARENT/SCHOOL FAMILY REPS	Pinole - Elementary	September 2016	June 2018
20	Ayana	Young	PARENT/SCHOOL FAMILY REPS	Pinole - Elementary	September 2017	June 2019
21	Aaron	Morgan	PARENT/SCHOOL FAMILY REPS	Richmond - Elementary	September 2016	June 2018
22	Teresa I.	Vasquez Gutierrez	PARENT/SCHOOL FAMILY REPS	Richmond - Elementary	September 2016	June 2018
23	Leslie	Reckler	COMMUNITY ORGANIZATION REPS	Bayside Council PTA	September 2016	June 2018
24	Jasmine	Webster	COMMUNITY ORGANIZATION REPS	BBK	September 2017	June 2019
25	Sonia	Bustamante	COMMUNITY ORGANIZATION REPS	CBAC	September 2016	June 2018
26	Rita	Figueroa	COMMUNITY ORGANIZATION REPS	CCISCO	September 2016	June 2018
27	Raquel	Donoso	COMMUNITY ORGANIZATION REPS	Concilio Latino	September 2016	June 2018
28	Jaime	Richard	COMMUNITY ORGANIZATION REPS	Foster Youth	September 2016	June 2018
29	Lucy	Alfaro	COMMUNITY ORGANIZATION REPS	Healthy Richmond	September 2016	June 2018
#REF!	OPEN	OPEN	COMMUNITY ORGANIZATION REPS	Homeless Youth	September 2017	June 2019
#REF!	Stephanie	Sequira	COMMUNITY ORGANIZATION REPS	MDAC	September 2016	June 2018
#REF!	OPEN	OPEN	COMMUNITY ORGANIZATION REPS	NAACP	September 2017	June 2019
#REF!	Gabriela	Gomez	COMMUNITY ORGANIZATION REPS	North Richmond Network	September 2017	June 2019
#REF!	LaVonda	Vaughn	COMMUNITY ORGANIZATION REPS	RYSE Center	September 2017	June 2019
#REF!	Danielle	Storer	COMMUNITY ORGANIZATION REPS	Special Ed CAC	September 2016	June 2018
#REF!	Kimberly	Chamberlain	COMMUNITY ORGANIZATION REPS	SSA	September 2016	June 2018
#REF!	Xavier	Abrams	COMMUNITY ORGANIZATION REPS	Strategic Plan Committee	September 2016	June 2018
#REF!	OPEN	OPEN	COMMUNITY ORGANIZATION REPS	Teamsters	September 2017	June 2019
#REF!	Wendy	Lopez	COMMUNITY ORGANIZATION REPS	The Latina Center	September 2017	June 2019
#REF!	Suzanne	Balmaceda	COMMUNITY ORGANIZATION REPS	UTR	September 2016	June 2018
#REF!	Heather	Best	COMMUNITY ORGANIZATION REPS	WCAA	September 2017	June 2019
					<b>Updated 11/8/17</b>	



**Presented at the DLCAP Meeting  
West Contra Costa Unified School District**

Wednesday, November 8 2017

By Alicia Bowman

Executive Director

**Research, Accountability, Assessment and Data**



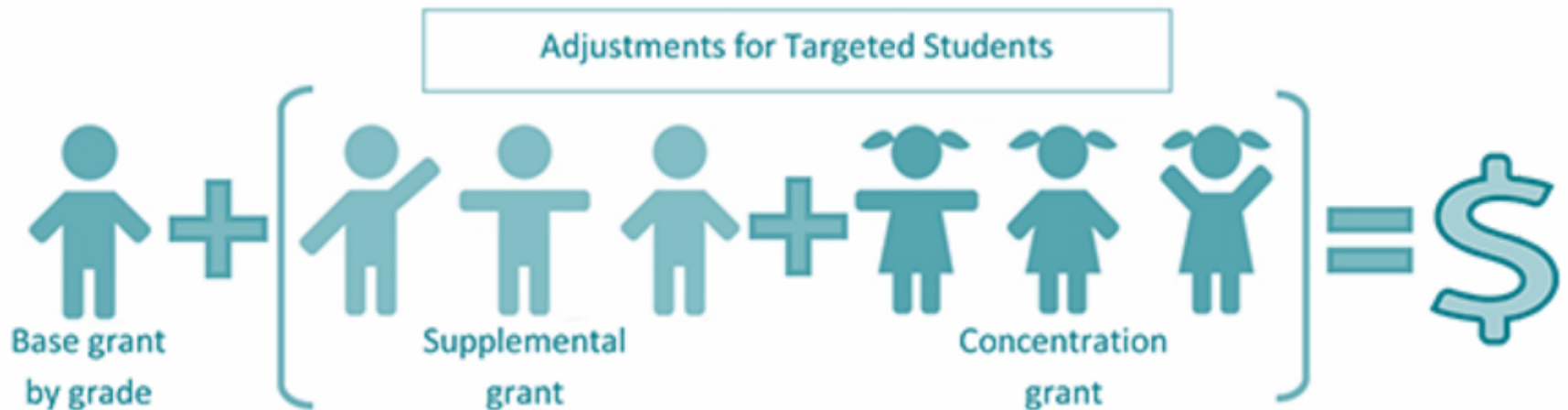
The Local Control Accountability Plan was established along with the Local Control Funding Formula in 2013.



# What is the Local Control Funding Formula?

LCFF = Provides base, supplemental, and concentration (S&C) funds

**S&C funds** = to improve student outcomes for all students - especially English learner, foster youth, and low income.

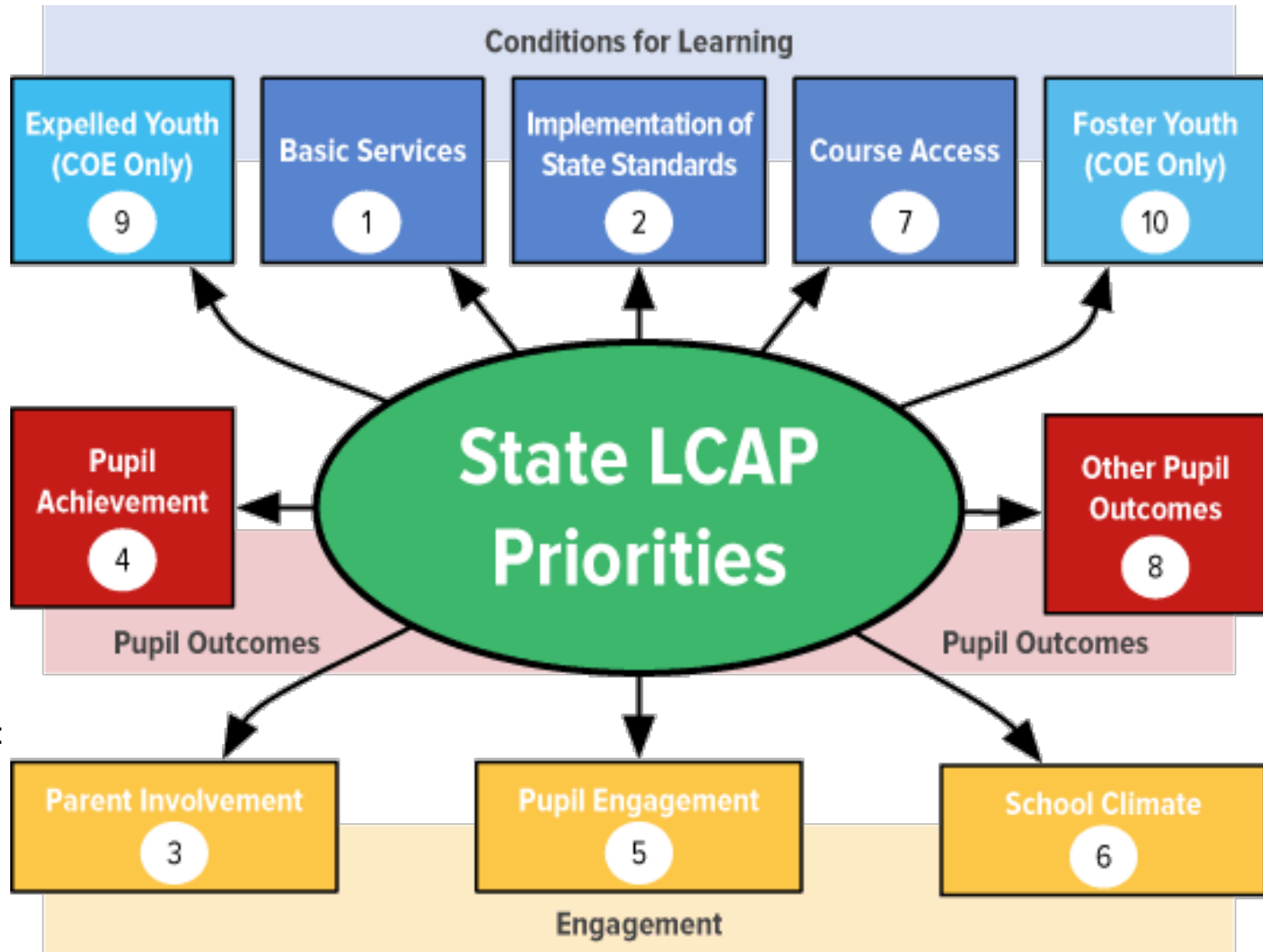


# What is LCAP?

- Three year plan
- Spending for LCFF Supplemental & Concentration funds
- Must address 8 state priorities



# What are the State Priorities?



## What's in the LCAP?

**LCAP Goals:** determine the results we plan to achieve each year.

**Actions and services** are what we plan to do to reach LCAP goals.

**Budgeted expenditures** funds allocated to each action and service.

**Annual measurable outcomes** measure yearly progress towards LCAP goals.

# 2017 – 18 LCAP Goals

- 1) Improve Student Achievement
- 2) Improve Instructional Practice
- 3) Increase Parent and Community Engagement & Involvement
- 4) Improve Student Engagement and Climate Outcomes
- 5) Provide Basic Services to All Students



# LCAP and the 3 Roadmap Goals

- Achieving Students
- Engaged Communities
- Invested Employees



# How do LCAP Goals Align with Roadmap Goals?

## Roadmap Goals

- Achieving Students
- Engaged Communities
- Invested Employees

## LCAP Goals

- 1) Improve Student Achievement
- 2) Improve Instructional Practice
- 3) Increase Parent and Community Engagement
- 4) Improve Student Engagement and Climate
- 5) Provide Basic Services to All Students

# Actions and Services

We use the LCAP to identify what Actions we plan to do and Services we plan to provide to meet our goals.





# 2017-18 Actions and Services Summary

## Appendix D: Page 168

LCAP Goal	Action	2017-18 Action/ Service	Increased or Improved Service?	New/ Modified /Unchanged?	Scope of Services
<b>GOAL 1</b>					
1	1	Vice Principals and Assistant Principals (1260)	Yes	New	Schoolwide
1	2	Library Materials and Renaissance Learning (1150)	No	Unchanged	Districtwide
1	3	Expand College and Career (1120)	Yes	Modified	Schoolwide
1	4	Career Pathways / Academies (1121)	No	Unchanged	Schoolwide
1	5	Science, Technology, Engineering and Mathematics (STEM) Fabrication (FAB) Lab and Mobile / Hybrid Lab (1160)	Yes	Modified	Districtwide
1	6	Full Day Kindergarten at all district schools (1250)	No	Modified	Districtwide
1	7	Dual Immersion: Spanish programs at Stewart, Washington, El Cerrito, and Korematsu. Mandarin K-8 Dual Immersion at Serra (1102)	No	New	Schoolwide
1	8	English Language Learner (ELL) Assessment & Reclassification (1270)	Yes	Modified	Districtwide
1	9	English Learner Master Plan (4170)	Yes	Modified	Districtwide
1	10	Secondary Class Size Reduction (1251)	Yes	Modified	Schoolwide
1	11	Summer Out of School Time Services (1290)	Yes	Unchanged	Districtwide
1	12	Grad Tutor Program (1280)	Yes	Modified	Schoolwide
1	13	Read 180/System 44 (1261)	No	Modified	Schoolwide
1	14	Practices for African American Student Support/Success (PAASSS) (1180)	Yes	Unchanged	Districtwide
<b>GOAL 2</b>					
2	1	Six Additional Calendar Days for Teacher Professional Development (2312)	No	Unchanged	Districtwide
2	2	Professional Development Classified Training Day (2311)	No	Unchanged	Districtwide
2	3	Teacher Recruitment and Retention, new teacher support (2315)	No	Modified	Schoolwide
2	4	Site Funding to Implement Single Plan for Student Achievement (SPSA) - Schools use funding to meet specific student needs based on school data (RS 9670)	Yes	Modified	Districtwide
2	5	Collaboration & Professional Development (6110)	No	Modified	Districtwide
2	6	Practices for African American Student Support and Success - PD provided to teachers, administrators, and support staff (2180)	No	Unchanged	Districtwide
2	7	Implement California Standards and English Language Learner (ELL) Standards w/Equity Lens (2310)	No	Unchanged	Districtwide
<b>GOAL 3</b>					
3	1	School Community Outreach Workers (SCOWs) (3110)	Yes	Unchanged	Schoolwide
3	2	Parent University and Volunteer Support (3120)	Yes	Unchanged	Districtwide
3	3	Practices for African American Student Support and Success (PAASSS) parent support (3180)	No	Unchanged	Districtwide
<b>GOAL 4</b>					
4	1	Campus Safety Officers (CSOs) (4221)	No	Unchanged	Districtwide
4	2	Socio-Emotional Well-Being (4220, 4272)	Yes	Modified	Schoolwide
4	3	Visual and Performing Arts (VAPA) (4230)	No	Unchanged	Districtwide
4	4	Playworks - organized recess, lunch, and breaks at 26 elementary schools (4222)	Yes	Unchanged	Schoolwide
4	5	Three Technology Coaches (4150)	No	Modified	Districtwide
4	6	Full Service Community Schools (4240)	Yes	Unchanged	Schoolwide
4	7	Special Education (4260)	No	Unchanged	Districtwide
4	8	Training for Foster and Homeless Youth (4271)	Yes	Unchanged	Districtwide
<b>GOAL 5</b>					
5	1	Typist Clerk Support for LCAP Data Entry (5250)	No	Unchanged	Districtwide
5	2	Adaptive Curriculum (6250)	No	Unchanged	Districtwide
5	3	Evaluations & Program Monitoring (5260)	No	Modified	Districtwide

# 2017-18 School Services Matrix

## LCAP Funded School-Based Programs at Elementary Schools

2017/18 DRAFT LCAP School Services Matrix  
5/4/2017 3:41 PM

School Name	17-18 Projected Enrollment	Unduplicated Student %	Direct Allocation to Schools (Action 2.04/RS 9670)	Assistant / Vice Principals (Action 1.01/1260)	Dual Immersion (Action 1.12/1102)	Graduate Tutors (Action 1.12/1280)	School Community Outreach Worker (Action 3.01/3110)	Playworks Full Program (Action 4.04/4222)	Playworks Staff Dev (Action 4.04/4222)	Full Service Comm/ Health Center (Action 4.06/4240)	Accountability: Typist Clerk (Action 5.01/5250)
Bayview	551	95.1%	\$ 131,661	1.0		2.0	1.0	•			0.50
Chavez	511	97.5%	\$ 133,645	1.0		1.0	1.0	•			0.50
Collins	316	67.8%	\$ 55,789			1.0	1.0	•			0.33
Coronado *	410	95.2%	\$ 106,122			2.0	1.0	•		•	0.50
Dover	702	97.0%	\$ 167,862	1.0		1.0	1.0	•			0.50
Downer	588	96.6%	\$ 147,530	1.0		2.0	1.0	•			0.50
Ellerhorst	319	49.5%	\$ 45,127						•		0.33
Fairmont	510	68.2%	\$ 93,229			1.0	1.0	•			0.33
Ford	460	94.7%	\$ 110,833	0.5		1.0	1.0	•		•	0.50
Grant	418	98.2%	\$ 119,264	0.5		1.0	1.0	•			0.50
Hanna Ranch	488	34.5%	\$ 40,168						•		0.33
Harbour Way	8	100.0%	\$ 1,984								
Harding	393	43.3%	\$ 44,383						•		0.33
Highland	464	90.5%	\$ 108,602	0.5		1.0	1.0	•			0.50
Kensington	486	14.8%	\$ 18,596						•		0.33
King	432	98.0%	\$ 113,313	0.5		1.0	1.0	•			0.50
Lake	410	87.6%	\$ 100,419	0.5		2.0	1.0	•			0.50
Lincoln	438	88.1%	\$ 104,139	0.5		2.0	1.0	•		•	0.50
Lupine Hills	305	52.6%	\$ 49,838						•		0.33
Madera	468	27.0%	\$ 33,969						•		0.33
Mira Vista	527	62.0%	\$ 85,047			1.0	1.0				0.33
Montalvin	427	90.7%	\$ 96,948			1.0	1.0	•			0.50
Murphy *	460	71.7%	\$ 90,749			1.0	1.0	•			0.33
Nystrom *	506	98.4%	\$ 122,983	1.0		1.0	1.0	•			0.50
Ohlone	379	43.7%	\$ 41,655						•		0.33
Olinda	301	43.3%	\$ 32,729						•		0.33
Peres *	527	97.7%	\$ 129,182	1.0		2.0	1.0			•	0.50
Riverside *	362	93.3%	\$ 88,022			1.0	1.0	•			0.50
Shannon	293	72.6%	\$ 59,756			1.0	1.0	•			0.33
Sheldon *	331	77.0%	\$ 72,401			1.0	1.0	•			0.33
Steele *	274	92.6%	\$ 65,211			1.0	1.0	•			0.50
Stewart (K-8)	461	46.2%	\$ 54,797		•				•		0.50
Tara Hills	428	75.1%	\$ 91,493			1.0	1.0	•			0.33
Valley View	307	52.4%	\$ 44,135						•		0.33
Verde *	330	99.7%	\$ 83,063	0.5		2.0	1.0	•		•	0.50
Washington	450	72.5%	\$ 81,823		•	1.0	1.0	•			0.33
Wilson	422	93.7%	\$ 105,626			1.0	1.0	•			0.50

\* May be Funded by Title I - Graduate Tutors

### Districtwide Programs & Services

Library Materials (Action 1.02/1150)	Collaboration & Professional Development (Action 2.05/6110)
FabLab STEM and Mobile Lab (Action 1.05/1160)	Implement CA Standards and English Language Learner (ELL) Standards with Equity Lens (Action 2.07/2310)
Full Day Kindergarten/Early Childhood Intervention (Action 1.06/1250)	Parent University and Volunteer Support (Action 3.02/3120)
English Language Learner Assessment and Reclassification (Action 1.08/1270)	Practices for African American Student Support and Success (PAA SSS) Parent involvement (Action 3.03/3180)
English Learner Master Plan (Action 1.09/4170)	Visual and Performing Arts (VAPA) (Action 4.03/4230)
Summer Out of School Time (Action 1.11/1290)	Tech Coaches (Action 4.05/4190)
Practices for African American Student Support/Success (PAA SSS) (Action 1.14/1180)	Special Education (Action 4.07/4260)
Additional Calendar Days for Teachers (Action 2.01/2312)	Training for Foster & Homeless Youth (Action 4.11/4271)
Professional Development Classified Training Day (Action 2.02/2311)	Adaptive Curriculum (Action 5.02/6250)
Teacher Recruitment and Retention (Action 2.03/2315)	LCAP Evaluation & Program Monitoring (Action 5.03/5260)

Appendix B:  
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# 2017-18 School Services Matrix

## LCAP Funded School-Based Programs at Middle and High Schools

2017-18 Final LCAP Site Matrix  
5/4/2017 3:46 PM

School Name	17-18 Projected Enrollment	Unduplicated Student %	Direct Allocation to Schools (Action 2.04/RS 9670)	Assistant / Vice Principals (Action 1.01/1260)	College Counselors (Action 1.03/1120)	Career Pathways (Action 1.04/1121)	Dual Immersion (Action 1.07/1102)	Secondary Class Size Reduction- Add'l teachers (Action 1.10/1251)	Graduate Tutors (Action 1.12/1280)	Read 180 (Action 1.13/1261)	School Community Outreach Worker (Action 3.01/3110)	School Safety Campus Supervisors (Action 4.01/4221)	Social Emotional Support (Action 4.02/4220)	Full Service Comm/ Health Center (Action 4.06/4240)
<b>MIDDLE SCHOOLS</b>														
Crespi	528	81.1%	\$ 153,994					2.4	1.0	0.4	1.5	●	●	
DeJean	474	98.9%	\$ 167,691					2.0	1.0	0.4	2.0	●	●	●
Helms	1045	96.3%	\$ 356,112	1.0				4.6	2.0	0.4	3.0	●	●	●
Hercules	558	52.4%	\$ 114,385							0.4		●	●	
Korematsu*	693	51.9%	\$ 124,380				●		1.0	0.4		●	●	
Pinole	515	70.4%	\$ 140,298					2.2	1.0	0.4	1.5	●	●	
<b>HIGH SCHOOLS</b>														
De Anza	1386	71.8%	\$ 356,112		1.0	●		6.2	1.0	0.4	1.5	●	●	●
El Cerrito	1472	51.0%	\$ 276,153		1.0	●	●	1.0		0.5		●	●	●
Greenwood	244	82.6%	\$ 109,573		1.0							●	●	●
Hercules	969	44.2%	\$ 163,619			●		1.0		0.4		●	●	●
Kennedy*	914	88.6%	\$ 302,066	1.0	3.0	●		4.2	1.0	0.4	1.5	●	●	●
Middle College*	306	51.6%	\$ 55,157									●		
Pinole Valley	1158	62.8%	\$ 277,634		1.0	●		5.2	1.0	0.4	1.5	●	●	●
Richmond*	1619	97.0%	\$ 573,036	1.0	1.0	●		7.4	1.0	0.6	2.0	●	●	●
Vista	142	72.8%	\$ 71,444									●		

\* May be Funded by Title I- Class Size Reduction Teachers and Graduate Tutors

Districtwide Programs & Services	
Library Materials (Action 1.02/1150)	Implement CA Standards and English Language Learner (ELL) Standards with Equity Lens (Action 2.07/2310)
FabLab STEM and Mobile Lab (Action 1.05/1160)	Parent University and Volunteer Support (Action 3.02/3120)
English Language Learner Assessment and Reclassification (Action 1.08/1270)	Practices for African American Student Support and Success (PAASSS)- Parent involvement (Action 3.03/3180)
English Learner Master Plan (Action 1.09/4170)	Visual and Performing Arts (VAPA) (Action 4.03/4230)
Summer Out of School Time (Action 1.11/1290)	Tech Coaches (Action 4.05/4150)
Practices for African American Student Support/ Success (PAASSS) (Action 1.14/1180)	Special Education (Action 4.07/4260)
Additional Calendar Days for Teachers (Action 2.01/2312)	Training for Foster & Homeless Youth (Action 4.11/4271)
Professional Development Classified Training Day (Action 2.02/2311)	Adaptive Curriculum (Action 5.02/6250)
Teacher Recruitment and Retention (Action 2.03/2315)	LCAP Evaluation & Program Monitoring (Action 5.03/5260)
Collaboration & Professional Development (Action 2.05/6110)	

Appendix B:  
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# Annual Measurable Outcomes

Annual measurable outcomes are how we know if we have met our goals.

Every year we determine a measurable outcome for each action and service.



- What questions do you have?
- Which actions and services were you aware of?
- Which ones are new to you?

# LCAP Resources: [www.wccusd.net/lcap](http://www.wccusd.net/lcap)

## Local Control Accountability Plan (LCAP)

[Online LCAP \(most current\)](#) | [Approved 2016-17 LCAP \(PDF\)](#) - [Español](#)

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### Latest Updates

#### Latest News

- Learn about the new California Accountability System and [California Schools Dashboard](#)
- Read Stakeholder Feedback from the Town Hall [English](#) | [Español](#)
- View LCAP Goal 1 Progress presented to the Board of Education [English](#) | [Español](#)
- [2016-17 LCAP Infographic](#) | [Español](#)
- Explore the [2016-17 LCAP Interactive LCAP](#)
- View LCAP indicators and stakeholder feedback on the [LCAP Dashboard](#)
- Stay up-to-date on [LCAP news](#) with the [Accountability & Assessment](#) newsletter.

#### 2016-17 Town Hall Meetings

[November 29, 2016](#) Kennedy High, 6:30-8:00 PM  
[January 11, 2017](#) Pinole Middle, 6:30 - 8:00 PM

#### 2016-17 DLCAP Parent Meetings

September 29, 2016  
 January 26, 2017  
 March 21, 2017  
 April 27, 2017  
 May 11, 2017

**6:30 - 8:00 PM**  
 Kennedy High School Library  
 4300 Cutting Blvd, Richmond

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**Approved LCAP & Drafts**

[Approved LCAP & Drafts](#)

- [LCAP Packet](#) | [Español](#)
- Approved & draft LCAPs

**DLCAP Committee**

[DLCAP Parent Committee](#)

- Composition
- Operations
- Committee Documents

**Meetings & Agendas**

[LCAP Meetings & Agendas](#)

- Maps
- Agendas
- Minutes

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**Dashboards**

[Interactive LCAP: 2016-17 Approved LCAP](#)

[Stakeholder Feedback](#)

**LCAP Infographics**

[LCAP Infographics](#)

[By District](#) | [Español](#)  
[By School](#) | [Español](#)

**Additional Resources**

[Additional Resources](#)

- Board of Education Presentations
- LCAP Supporting Documents

# **Local Control Accountability Plan (LCAP)**

## **Draft Bylaws**

### **District Local Control Accountability Parent & Student Committee West Contra Costa Unified School District**

November 8, 2017

#### **Article I. Name**

The name of this committee shall be the District Local Control Accountability Parent & Student Committee (DLCAPS).

#### **Article II. Background**

In 2013, the California Department of Education (CDE) revised the education code to develop the new California Schools Accountability System, establishing the Local Control Funding Formula (LCFF) and Local Control Accountability Plan (LCAP) (California Education Code ch. 14.5, §15494). LCFF is used to allocate state funding to school districts; all public school districts receive base funding. Districts like WCCUSD receive supplemental and concentration funding based on their number of low income, English learner, and foster youth students. The LCAP is used to show how this additional supplemental and concentration funding will be spent to improve student outcomes (Cali. Ed Code Ch. 14.5, §15496).

The new accountability system requires that teachers, principals, administrators, other school staff, local bargaining units, parents, and students be consulted to inform the LCAP development. As part of this stakeholder engagement, the School Board is required to establish a student and parent advisory committee to provide advice on the LCAP to the Board and the Superintendent. The committee should be comprised of parents or legal guardians of current district students and current students (Cali. Ed Code Ch. 6.1, §52069).

#### **Article III. Purpose**

The LCAP is an important component of California's new accountability and continuous improvement system. All school districts are required to prepare an LCAP to describes how they intend to meet annual goals for all pupils - especially low income, English learner, and foster youth students. The LCAP must address state and local priorities identified pursuant to Education Code Section 52060(d).

The purpose of the District Local Control Accountability Parent & Student Committee (DLCAPS) is to make recommendations regarding the Local Control Accountability Plan through ongoing communication with students, parents/caregivers of children in WCCUSD. The

District Local Control Accountability Parent & Student Committee will provide a written and oral recommendations to the Board on the proposed Local Control Accountability Plan.

#### **Article IV. Composition**

The District Local Control Accountability Parent & Student Committee will be composed of parents or legal guardians of current district students and WCCUSD students. Since more than 70% of the students in the district are either English language learners, low income or foster youth, the large majority of members will be students or parents who represent low income, English language learners or foster youth. The composition of the committee will reflect the diversity of the students and families within the district.

Each of the groups listed below will nominate one current WCCUSD parent or legal guardian to represent the group (21 seats)

- Alternative Education
- Bayside Council of PTAs
- Building Block for Kids
- Citizens Budget Oversight Committee
- Concilio Latino
- Latina Center
- Multilingual District Advisory Committee
- NAACP
- North Richmond Network
- Teamsters
- School Supervisors Association
- African American Site Advisory Team (AASAT)
- West Contra Costa Parents Council
- Contra Costa Interfaith Supporting Community Organization
- Foster or Group Home
- Healthy Richmond
- Homeless Parent, Youth, or Advocate
- Special Education CAC
- Strategic Plan Steering Committee
- United Teachers of Richmond
- West Contra Costa Administrators Association

Each of the groups listed below will nominate one current WCCUSD student to represent the group (2seats)

- RYSE Center
- Youth Commission

Each high school will recruit/nominate one high school student per school. (9 seats)

In addition, each group of principals, SSC's, ELAC's, AAPAC's, and Parent Groups will promote and assist in recruitment of participants to represent the six school families. Interested parents/caregivers will complete and submit applications, each school family will have a seated elementary and secondary parent representative. (12 seats)

In the event that there are multiple nominations for one seat, eligible applicants will be identified by a random drawing, done at the DLCAPS Meeting with committee members completing the random selection.



The full composition will include 12 school family representatives, 9 high school representatives, 2 youth group organizations, and 21 community/group representatives.

New parent and youth groups representatives will be considered for addition to the membership added by requesting to be added to the DLCAPS membership in a public meeting during public comment. Committee members must agendaize the item and take a vote to approve or deny a new parent or youth group organization.

## **Article V. Meetings**

The DLCAPS committee will meet at least two times during each calendar year, including at least twice in the spring to review and advise the Board about the District's Local Control Accountability Plan and once in the fall to review data from the prior school year. The DLCAPS will provide written recommendations to the Superintendent on the LCAP at the LCAP Public Hearing. The Superintendent (or designee) will provide support to the committee and will respond in writing to the committee report prior to the Board approval meeting on the LCAP.

Additional meetings may be added as agreed upon by the Executive Committee, Committee, and staff at the beginning of each academic year. A clear annual timeline and workplan will be developed annually and shared at the beginning of each academic year.

## **Article VI. Operation**

**Section 1.** Members will serve for a two-year term except for the committee appointed in 2014. Members may be reappointed by their sponsoring groups. In the event that a member does not complete their two year term, applications will be opened to fill the vacant seat. In the event that a Community Based Organization wants to change their representative, that organization will be responsible for notifying the existing representative of the change and submitting a new application for their seat. The committee will formally approve each new appointment to officially add new members to the roster.

**Section 2.** During the first meeting of the academic year and after completing the orientation activities, the committee will designate a Chair, Vice-Chair, and Member at Large to serve for that year. When possible, the Member-at Large will be an outgoing previous committee Chair, Vice-Chair, or Member-at-Large to support a smooth leadership transition.

**Section 3.** During the Fall meetings, the committee will review the current year plan. The Superintendent or designee will provide data updates from the prior year plan.

**Section 4.** During the Spring meetings, the Superintendent or designee will provide data to show the degree to which the goals of the LCAP are being achieved. The committee will review the data and begin to make recommendations for the development of the new plan. The committee will review the plan and use a consensus process to provide advice for the Board. If members

disagree with the consensus view of the committee, they may individually or collectively submit additional advice to the Board.

## **Article VII. Committee Operation**

**Section 1.** Meetings will be held on dates, at times and at schools as designated by the Chair and Vice Chair and Member at Large. The Executive Committee will develop an agenda for each meeting. The agenda will be distributed in English and Spanish to committee members and posted to the District website 72hrs prior to each meeting.

**Section 2.** Additional meetings may be added as agreed upon by the Executive Committee, Committee, and staff at the beginning of each academic year. A clear clear annual timeline and workplan will be developed annually and shared at the beginning of each academic year.

**Section 3.** The Executive Committee will consist of the Chair, Vice-Chair and one member Member at Large selected by the full committee.

**Section 4.** Meeting sessions will be limited to no more than two hours.

**Section 5.** Discussion to obtain consensus will be the prevailing procedure used at meetings. Parliamentary procedure will be used when a decision is to be recorded and transmitted as a recommendation

**Section 6.** A quorum will be 50% or more of the current voting membership at the time of each meeting.

**Section 7.** Meeting minutes will be recorded for each meeting. They will be distributed to each member and posted on the District's website.

## **Article VIII. Officers**

**Section 1.** Officers will be elected by a simple majority. Officers will serve a one-year term and may be re-elected.

**Section 2.** Officers will include a Chair, Vice-Chair, and Member at Large. .

**Section 3.** Officers will be elected at the first meeting of each new academic year. Committee members can self-nominate or be nominated by another committee member. Those nominated by others have the right to opt out of nomination. Voting will take place with present committee members. Committee member will vote for each officer separately, beginning with the Chair. Votes will be counted by a youth committee member and member of the public.

## **Article IX. Member Responsibilities**

**Section 1.** Each member is expected to attend meetings and to participate in committee activities.

**Section 2.** The Committee may replace a member who does not attend regularly.

**Section 3.** Each member is expected to study the issues or problems which come before the committee in order to contribute to the resolution process.

**Section 4.** Members serve two-year terms and may be reappointed. .

#### **Article X. Bylaw Changes**

**Section 1.** Proposed by-law revisions can be proposed by any member, will be reviewed by the Executive Committee and brought to the membership to change.