



Bylaws of the DELAC

Article I

The name of this organization shall be the Pittsburg School District English Learners Advisory Committee. Herein this organization will be referred to as DELAC. The Committee's address will be 2000 Railroad Avenue, Pittsburg, CA 94565.

Article II

Objectives/Purpose

The Objectives of the District English Learners Advisory Committee shall be to advise the governing Board on the following tasks:

1. A timetable for and development of a district master plan of education programs and services for English Learners, taking in consideration the school site plans for English Learners.
2. Conducting district wide needs assessment on a school-by-school basis.
3. Establishment of a district program, goals, and objectives for programs and services for English Learners.
4. Development of a plan to ensure compliance with applicable teacher or aide requirements.
5. Administration of the language census.
6. Review of and comments or the written notification of initial enrollment as required in 5 CCR 11303(a)
7. Review of and comments on any related waiver request.
8. Review of and comments on the district reclassification procedures.

Main Function

1. The DELAC or subcommittee shall inform the participant members in the EL Program (in person and/or writing) about the programs and services available to the students of EL.
2. To review the documents pertinent to the District EL Program.

Duties

The DELAC shall obtain information, make revisions and comments to the District English Learners Program administrators, on the following:

1. Establish dates to:

- a) Set goals and objectives for the EL Program
 - b) Administer a census of the needs of each School and the District.
 - c) Collaborate with the District in the development of the EL master plan, considering the main plan of each participating School.
2. The procedures and questionnaire of the annual language census report.
 3. The District procedures and criteria to change EL students to a higher English level, and to make this information available to the parents of such students.
 4. To make sure that the district/school plan meets the legal responsibilities to serve the English Learners.
 5. To make sure the DELAC is informed about any changes affecting the services to English Learners.
 6. To inform parents regarding the new enrollment period.
 7. To inform parents regarding the results on the initial language exams.
 8. The reclassification procedure for students of EL to FEP in the District.
 9. To accept any other responsibilities assigned by the District Board of Education and/or administrators.