



Learning Plan Parent Advisory Committee Syllabus 2025–2026

Engaging Parents as Partners in the Service of Student Learning Office of Student, Families and Community Engagement

Committee Description: Parent Advisory Committee (PAC)

The Parent Advisory Committee is required, under the CA Education Code, section 52061, to review and provide comments on the Local Control and Accountability Plan (LCAP), which describes the use of state LCFF funds in the Los Angeles Unified School District (LAUSD). The PAC is comprised of 59 representatives and 20 alternates elected from each Region and selected by LAUSD Board of Education members. To fulfill their duties, the PAC members attend training and collaborate with LAUSD staff to learn more about the plan and the students it serves.

Part I: Overview of Parent Advisory Committee Learning Plan

Student, Family and Community Engagement Support

Staff: Eduardo Hernandez
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Location: **Office of Student, Family and Community Engagement**
Hybrid Meetings
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Learning Plan

Parent Advisory Committee

Syllabus 2025–2026

Website: <https://achieve.lausd.net/pcss>

Meeting Dates:

September 8-12, 2025 Officer Elections	September 25, 26, and 30, 2025 Officer Elections	October 23, 2025 Meeting 1
November 13, 2025 Meeting 2	December 11, 2025 Meeting 3	January 29, 2026 Meeting 4
February 19, 2026 Meeting 5	March 12, 2026 Meeting 6	April 16, 2026 Meeting 7

Presentation to the Board of Education: TBD

Member Training Dates:

September 18, 2025 Member Training	October 7, 2025 Officer Training	December 8, 2025 Parliamentary Procedures
February 2, 2026 Understanding Data	February 23, 2026 SMART Comments	

Parent Advisory Committee Learning Plan

This year’s learning sequence will focus on the eight goals of the Local Control and Accountability Plan (LCAP): Academic Excellence, Joy and Wellness, Engagement and Collaboration, Operational Effectiveness, Investing in Staff, English Learner Supports, Black Student Achievement Plan, and the Equity Multiplier focus goal.

From October 2025 through April 2026, LAUSD divisions will present each goal’s program indicators and funding. In addition, the membership will develop comments to strengthen the District’s LCAP, which will be submitted to the LAUSD Superintendent. Finally, the PAC members will meet in May to review the Superintendent’s responses to the PAC’s comments, along with an outline of the 2026–2027 LCAP to be presented for review to the PAC before the LCAP’s adoption in June.



Learning Plan Parent Advisory Committee Syllabus 2025–2026

PAC members receive training throughout the year related to their duties of reviewing and commenting on the District’s LCAP. In addition, they meet with various District office leaders to discuss District and family priorities related to student achievement.

Committee Meeting and Training Structure

PAC members are provided learning opportunities during training meetings from 10:00 a.m. to 1:00 p.m. via hybrid. Additional training is offered on various topics provided via hybrid.

The meeting and training agendas for PAC are posted online and outside the building at the Office of Student, Family and Community Engagement.

PAC members are expected to spend at least fifteen hours per semester studying and analyzing information related to the District’s LCAP.

Committee Meeting and Training Materials

Below is a list of materials used during PAC meetings and training. Other materials may be provided as necessary.

- CA School Dashboard at <https://www.caschooldashboard.org/>
- California Education Code, sections 35147, 52060–52063, 42238.01, 56028
- Legislative Analyst’s Office Report: *Updated: An Overview of the Local Control Funding Formula*. December 2013
- LAUSD Board of Education *Resolution to Enforce the Respectful Treatment of All Persons*
- Office of Parent and Community Services *Guidelines to Provide All Participants a Safe and Welcoming Learning Environment*
- Office of Parent and Community Services *Rules of Decorum*
- LAUSD LCAP at <https://achieve.lausd.net/lcap>
- LAUSD School Experience Survey at <https://www.lausd.org/Page/8397>
- Region LCAP Ambassador Engagement at <https://www.lausd.org/ambassadors>

- PAC Bylaws ([English Bylaws](#))
- Past PAC [Comments](#)
- Robert’s Rules of Order, 12th Edition
- District Committee Courses to develop their voice leadership and advocacy:
 - Robert’s Rules of Order: The parliamentary procedure enables the overall membership of an organization to express its general will through the assembly of its members to establish and empower effective leadership.
 - Understanding Data, learning about qualitative and quantitative data at the student level, and analyzing school site data and the types of data you may see at the school site in your school committees. Digging deeper when reviewing District level data by examining, interpreting, and advising your District level committee.
 - Smart Comment Development, understanding the SMART approach when advocating for your student, school site committee/council, and District level committee by providing SMART comments.

Part II: Parent Advisory Committee Learning Plan

Meeting Dates	Key Task	Outcome	Materials	PAC Member Responsibilities
<p>Thursday, September 18, 2024</p> <p>PAC Member Training</p>	<ul style="list-style-type: none"> • Review the Local Control and Accountability Plan (LCAP) goals • Understand state statutes, PAC Bylaws and meeting procedures • Discuss the role of a servant leader 	<ul style="list-style-type: none"> • Participants will understand the responsibilities, opportunities and challenges of serving as a PAC member. • Participants will learn with and from each other. 	<p>PowerPoint, PAC Bylaws, Guidelines for a Safe and Welcoming Environment</p>	
<p>Day 1: Thursday, September 25, 2025</p> <p>Day 2: Friday, September 26, 2025</p>	<ul style="list-style-type: none"> • Elect officers for the PAC 	<ul style="list-style-type: none"> • Six officers will be elected. <ul style="list-style-type: none"> ○ Chair ○ Vice Chair ○ Secretary ○ Vice Secretary ○ Parliamentarian ○ Public Relations 	<p>Election PowerPoint, ballot sheet and other election materials</p>	<p>Vote for officers</p>

<p>Day 3: Tuesday, September 30, 2025</p> <p>Officer Elections</p>				
<p>Tuesday, October 7, 2025</p> <p>PAC Officer Training</p>	<ul style="list-style-type: none"> • Collaborate to develop working agreements. • Share their leadership stories with one another. • Understand specific officer roles and responsibilities. • Review & Discuss the 2025-26 LCAP Executive Summary and related resource documents 	<ul style="list-style-type: none"> • Officers will share their leadership experiences, identify shared working agreements, and review how they want to fulfill their duties as officers. • Learn and develop comprehension of the District’s LCAP, including state mandates, processes, and associated state funding sources. 	<p>PowerPoint, PAC Bylaws and additional resource documents</p>	

<p>Thursday, October 23, 2025</p> <p>Business Meeting #1</p>	<ul style="list-style-type: none"> • Overview of the District’s Local Control Accountability Plan (LCAP) and the Local Control Funding Formula (LCFF) 	<ul style="list-style-type: none"> • Members will learn the basics of the LCFF and LCAP. • Members will learn about the process for developing the District’s 2025–2026 LCAP. • Members will provide input. 	<p>PowerPoint and additional resource documents, ThoughtExchange</p>	<p>Provide comments on ThoughtExchange during the meeting and after the meeting.</p>
<p>Thursday November 13, 2025</p> <p>Business Meeting #2</p>	<p>Goal 1: Academic Excellence Division and Instruction</p> <p>Goal 2:</p> <p>Office of Data and Accountability (ODA)</p> <ul style="list-style-type: none"> • Metrics – CA School Dashboard • Formative understanding and comparison of data 	<p>Members will:</p> <ul style="list-style-type: none"> • Review and reflect on the data trends • Share academic excellence, actions aligned to data trends • 		<ul style="list-style-type: none"> • Question and Answer Google Form

	<ul style="list-style-type: none"> • Understand where we are at • Examples of Regions/Schools (ES, MS, HS) • Resources and Strategies • Reflect on data and plan for comments 			
<p>Thursday, December 11, 2025</p> <p>Business Meeting #3</p>	<ul style="list-style-type: none"> • District Presentation: (Instruction) K-12 Instructional Framework: from strategic planning of instructional goals, to use of assessments (needs identification), to implementation and teaching, to intervention. 	<ul style="list-style-type: none"> • Members will ask questions to clarify the information presented. • Goal 1-Academic Excellence: Homework; Mail Members Excel Summary Budget Goals and Actions, File 	<p>PowerPoint and additional resource documents, ThoughtExchange</p>	<p>Provide comments on ThoughtExchange during the meeting and after the meeting.</p>

<p>Thursday, January 29, 2026</p> <p>Business Meeting #4</p>	<ul style="list-style-type: none"> District Presentation: (Instruction) K-12 Instructional Framework: from strategic planning of instructional goals, to use of assessments (needs identification), to implementation and teaching, to intervention 	<ul style="list-style-type: none"> Members will ask questions to clarify the information presented. 	<p>PowerPoint and additional resource documents, ThoughtExchange</p>	<p>Provide comments on ThoughtExchange during the meeting and after the meeting.</p>
<p>Thursday, February 19, 2026</p> <p>Business Meeting #5</p>	<ul style="list-style-type: none"> District Presentation (Safety & Wellness) K-12 Programs: mental health, SEL, restorative justice protocols. 		<p>PowerPoint and additional resource documents, ThoughtExchange</p>	<p>Provide comments on ThoughtExchange during the meeting and after the meeting.</p>
<p>Thursday, March 12, 2026</p>	<ul style="list-style-type: none"> PAC Working Session: Begin 	<ul style="list-style-type: none"> Members will ask questions to clarify 	<p>PowerPoint and additional</p>	<p>Provide comments on</p>

Business Meeting #6	LCAP Comment Development	the information presented.	resource documents, ThoughtExchange	ThoughtExchange during the meeting and after the meeting.
Thursday, April 16, 2026 Business Meeting #7	<ul style="list-style-type: none"> PAC Working Session: Finalize LCAP Comment Development 	<ul style="list-style-type: none"> Members will ask questions to clarify the information presented. 	PowerPoint and additional resource documents, ThoughtExchange	Provide comments on ThoughtExchange during the meeting and after the meeting.

Part III: Parent Advisory Committee Meeting Policies

Meeting Norms: The Parent Advisory Committee members are required to follow the Meeting Norms, Guidelines for a Safe and Welcoming Environment, and the Rules of Decorum.

The following is a list of the meeting norms:

- I/We will keep students as a priority.
- I/We will provide every person with a safe and welcoming environment.
- I/We will listen attentively and not interrupt each other.
- I/We will speak respectfully and briefly.
- I/We will stay focused on the meeting topics.
- I/We believe that we can agree to disagree.
- I/We believe there might be more than one solution to a problem.

Attendance Policy: Representatives are allowed three (3) absences from regularly scheduled meetings per membership year. Members must be present for 2 hours during each meeting to be counted as present. When applicable, members are eligible for childcare reimbursement for attending meetings and training.

Participation: Many opportunities are available to participate in the discussion, deliberation, and decision-making at Parent Advisory Committee Meetings. Members may be recognized by the Committee Chairperson and make motions or engage in debate on the floor. Any person of the public may sign up to speak during the Public Comment items on the agenda. During training, members may engage freely by raising their hands to be recognized by a presenter.

Communication: Members receive regular email, text, and Blackboard Connect Ed—messages to communicate information related to meetings and training. To obtain copies of materials, members may email the Office of Parent and Community Services website at families@lausd.net. All meetings are videotaped, and archived videos, along with meeting materials, are available on the Office of Parent and Community Services website at <https://achieve.lausd.net/pcss>.

Accessibility: When meeting in person, visitor parking is limited. To request a disability-related accommodation under the Americans with Disabilities Act (ADA), members may contact the Office of Parent and Community Services at least 24 hours in advance at (213) 481-3350. When meeting online, if additional assistance is needed with connectivity, members may contact the Office of Parent and Community Services staff at families@lausd.net or the LAUSD Helpdesk at (213) 443-1300.