



District English Learner Advisory Committee

DELAC

**Office of Student, Family and
Community Engagement**

Approved on: May 29, 2025

**DISTRICT ENGLISH LEARNER ADVISORY COMMITTEE
(DELAC)**

Bylaws

ARTICLE I: AUTHORITY

California Education Code (62002.5, 5 CCR 11308, 52176) requires the establishment of a District English Learner Advisory Committee (DELAC) for districts with at least fifty or more English learner students. The DELAC advises the LAUSD Board of Education on matters pertinent to English learner programs.

These bylaws shall be used to guide DELAC. Bylaws may never conflict with District policy and applicable state or federal laws, regulations, and guidelines. Should any provision conflict with District policy or state or federal requirements, such provision will be deemed invalid and unenforceable.

The DELAC does not have the authority to execute decisions, enter contracts, dispose of public funds, or represent LAUSD.

DELAC is established to ensure the following:

5 CCR 11308 (a) School district advisory committees on programs and services for English learners shall be established in each school district with more than 50 English learners in attendance. School advisory committees on education programs and services for English learners shall be established in each school with more than 20 English learners in attendance. Both school district and school advisory committees shall be established in accordance with Education Code section 62002.5.

(b) Parents or guardians of English learners shall elect the parent members of the school advisory committee (or subcommittee, if appropriate). Parents shall be provided the opportunity to vote in the election. Each school advisory committee shall have the opportunity to elect at least one member to the School District Advisory Committee, except that school districts with more than 30 school advisory committees may use a system of proportional or regional representation.

- 36 (c) School District Advisory Committees shall advise the school district governing board on at least
37 the following tasks:
- 38 (d) Development of a district master plan for education programs and services for English learners.
39 The district master plan will take into consideration the school site master plans.
- 40 (e) Conduct a district-wide needs assessment on a school-by-school basis.
- 41 (f) Establishment of district programs, goals, and services for English learner programs and
42 services.
- 43 (g) Development of a plan to ensure compliance with any applicable teacher and/or teacher aide
44 requirements.
- 45 (h) Annual administration of the language census (if the California Department of Education
46 requires it)
- 47 (i) Review and comment on the school district reclassification procedures.
- 48 (j) Review and comment on the written notifications required to be sent to parents and guardians
49 pursuant to this subchapter.
- 50 (k) School districts shall provide all members of school district and school advisory committees with
51 appropriate training materials and training which will assist them in carrying out their
52 responsibilities pursuant to subsection (c). Training provided to advisory committee members
53 in accordance with this subsection shall be planned in consultation with the members, and
54 funds provided under this chapter may be used to meet the costs of providing the training to
55 include the costs associated with the attendance of the members at training sessions.

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57 **52176** (a) Each school district with more than 50 pupils of limited English proficiency shall establish
58 a districtwide advisory committee on bilingual education. Parents or guardians, or both, of students
59 with limited English proficiency who are not employed by the district shall constitute a majority of
60 the committee, unless the district designates for this purpose an existing districtwide advisory
61 committee on which parents or guardians, or both, of English Learner students have membership
62 in at least the same percentage as their children and minors represent of the total number of
63 students in the district, provided that a subcommittee on bilingual education on which parents or
64 guardians, or both, of pupils of limited English proficiency constitute a majority is established. The
65 district advisory committee and subcommittee, if applicable, shall be responsible for at least six
66 specific tasks. These tasks shall be to advise the district governing board regarding all of the
67 following:

- 68 (1) Establishment of a timetable for development of a district master plan for bilingual
69 education.
- 70 (2) Districtwide needs assessment on a school-by-school basis.
- 71 (3) Establishment of district program goals and objectives in bilingual education.
- 72 (4) A plan to ensure district compliance with the provisions of Section 52178.

73 (5) Annual administration of the language census

74 (C) "Students with limited English proficiency" means students who do not have the clearly
75 developed English language skills in the area of comprehension, speaking, reading, and writing
76 necessary to receive instruction only in English at a level substantially equivalent to students of
77 the same age or grade whose primary language is English. The term "English learner" shall have
78 the same meaning as provided for in subdivision (a) of Section 306 and as "students of limited
79 English proficiency.

80 **52062 (a)(2)**

81 (a) Before the governing board of a school district considers the adoption of a local control and
82 accountability plan or an annual update to the local control and accountability plan, all of the
83 following shall occur:

84 (2) The superintendent of the school district shall present the local control and accountability plan
85 or annual update to the local control and accountability plan to the English learner parent advisory
86 committee established pursuant to Section 52063, if applicable, for review and comment. The
87 superintendent of the school district shall respond, in writing, to comments received from the
88 English learner parent advisory committee.

89 **52063(b)(1)**

90 (b) (1) The governing board of a school district serving middle school or high school pupils shall
91 establish a student advisory committee to provide advice to the governing board of the school
92 district and the superintendent of the school district regarding the requirements of this article.

93 **35147**

94 (a) Except as specified in this section, any meeting of the councils or committees specified in
95 subdivision (b) is exempt from the provisions of this article, the Bagley-Keene Open Meeting Act
96 (Article 9 (commencing with Section 11120) of Chapter 1 of Division 3 of Title 2 of the Government
97 Code), and the Ralph M. Brown Act (Chapter 9 (commencing with Section 54950) of Division 2 of
98 Title 5 of the Government Code).

99 (b) The councils and advisory committees established pursuant to Sections 52063, 52069, and
100 52176, subdivision (b) of Section 54425, Sections 54444.2, 56190, 62002.5, and 65000, and the
101 committees formed pursuant to Section 11503 are subject to this section.

102 (c) (1) Any meeting held by a council or committee specified in subdivision (b) shall be open to the
103 public, and any member of the public shall be able to address the council or committee during the
104 meeting on any item within the subject matter jurisdiction of the council or committee. Notice of
105 the meeting shall be posted at the school site, or other appropriate place accessible to the public,
106 at least 72 hours before the time set for the meeting. The notice shall specify the date, time, and
107 location of the meeting and contain an agenda describing each item of business to be discussed or
108 acted upon. The council or committee may not take any action on any item of business unless that
109 item appeared on the posted agenda or unless the council or committee members present, by

110 unanimous vote, find that there is a need to take immediate action and that the need for action
111 came to the attention of the council or committee subsequent to the posting of the agenda.

112 (2) Questions or brief statements made at a meeting by members of the council, committee, or
113 public that do not have a significant effect on pupils or employees in the school or school district,
114 or that can be resolved solely by the provision of information, need not be described on an agenda
115 as items of business. If a council or committee violates the procedural meeting requirements of this
116 section, upon demand of any person, the council or committee shall reconsider the item at its next
117 meeting, after allowing for public input on the item.

118 (d) Any materials provided to a school site council shall be made available to any member of the
119 public who requests the materials pursuant to the California Public Records Act (Division 10
120 (commencing with Section 7920.000) of Title 1 of the Government Code).

122 **ARTICLE II: PURPOSE**

123 The DELAC's purpose is to advise on the development and implementation of educational programs
124 and services for EL students at the District level.

125 **ARTICLE III: RESPONSIBILITIES**

126 **Per 5 C.C.R. section 11308, the DELAC shall advise on the following duties:**

- 127 1. Establishment of a timetable for development of a district master plan for bilingual
128 education.
- 129 2. Districtwide needs assessment on a school-by-school basis.
- 130 3. Establishment of district program goals and objectives in bilingual education.
- 131 4. A plan to ensure district compliance with the provisions of Section 52178.
- 132 5. Administration of the annual language census.
- 133 6. Review and comment on the school district reclassification procedures.
- 134 7. Review and comment on the written notifications required to be sent to parents and
135 guardians pursuant to this subchapter.

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137 In carrying out the above responsibilities, the DELAC may:

- 138 1. Participate in relevant training sessions that assist members in carrying out their
139 responsibilities as specified in this section.
 - 140 2. Review the Operating Norms and Code of Conduct and provide recommendations.
 - 141 3. Review bylaws for DELAC and provide recommendations.
 - 142 4. Review, understand, and comprehend the acronyms used in regular committee meetings.
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ARTICLE IV: MEMBERSHIP

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Members of the DELAC include representatives and alternates. Representatives are members who have been appointed to vote on issues. Alternates cannot vote because they are not representatives nor can they participate to fill an officer position until they have officially been seated as a representative.

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1. Composition/Requirements:

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The DELAC will have seventy-two (72) English learner parent members; fifty-four (54) representatives and eighteen (18) alternates representing each of the four Regions and Virtual Academies. Parents and legal guardians of English learners, who are not employed by the District, constitute the entire DELAC membership. (Ad Hoc Proposed)

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REGIONS AND VIRTUAL ACADEMIES	REPRESENTATIVES	ALTERNATES	TOTAL
Region East	13 representatives	4 alternates	17
Region North	13 representatives	4 alternates	17
Region West	13 representatives	4 alternates	17
Region Sur	13 representatives	4 alternates	17
Virtual Academies	2 representatives	2 alternates	4
Total	54 Representatives	18 Alternates	
Total Membership			72

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Membership starts when a member is elected and verified to serve as a parent of an English Learner student for a two-year term or to complete a term left vacant by another member. The DELAC member's term shall take effect after SFACE accepts the submission of the certification form from each of the four Regions and Virtual Academies, pending verification.

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In the event that the parent of a student who reclassified or graduated has another English learner student in the same region, they may continue with their DELAC membership until the end of the term. (New Language)

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2. Term of Membership:

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Members may serve for a two-school year term with half of the committee members' term expiring on the alternate years. The term of an elected member begins on the date of the first official DELAC meeting after elections of new members in all Regions and Virtual Academies have been held and ends at the elections of new members in the fall of the following school year. Membership begins on the date of the first official meeting after the election and ends on June 30 of the school year.

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172 Members may be re-elected at the Region and Virtual Academies English Learner Delegate Elections
173 for another term if they are eligible under the California Education Code. A term **concludes** when
174 new members are elected at the Region and Virtual Academies EL Delegate Elections.
175

- 176 **A.** The SFACE and FACE administrators in each of the Regions and Virtual Academies will convene
177 EL delegates from schools that established an ELAC to elect **13** representatives per Region, 2 for
178 Virtual Academies and **4 alternates (54 members / 18 alternates in total)** to participate in the
179 DELAC. **(Ad Hoc Proposed)**
- 180 **B.** A parent member or alternate may not be elected to serve two schools simultaneously; if this
181 occurs, the second election is void.
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184 **3. Rights and Norms:**

- 185 **A.** Voting: Each member is entitled to vote on those matters submitted to voting under
186 subject matter jurisdiction of the Master Plan, Education code, the California State Code
187 of Regulations, Greene Act, and Article III: Responsibilities:
- 188 1. For in-person elections, absentee ballots and voting by proxy will not be permitted.
 - 189 2. For virtual and hybrid elections, voting will be conducted by roll call, and voting by
190 proxy will not be permitted.
 - 191 3. Individuals must be present in order to vote and be elected as a representative or
192 alternate in the Region and/or Virtual Academies.
 - 193 4. Elections for officers may be conducted virtually or in a hybrid format.
 - 194 5. Persuading a person to vote in a certain way is not allowed.
 - 195 6. The actions of members must comply with DELAC bylaws and the LAUSD Operating
196 Norms and Code of Conduct. A signature on the Operating Norms and Code of
197 Conduct is not required because all members must comply with the specifications of
198 the Code of Conduct.
 - 199 7. Failure to comply with the Code of Conduct will result in suspension or expulsion
200 from DELAC. Members may be offered restorative mediation, although they will be
201 suspended if they fail to comply with the Code of Conduct and LAUSD Operating
202 Procedures.
 - 203 8. Any member who fails to comply with the Operating Norms and Code of Conduct
204 will be penalized progressively in the following order: (1) written warning, (2)
205 followed by a written suspension of membership if behavior persists.
 - 206 9. Individual DELAC members may not claim to advocate on behalf of the DELAC
207 without authorization. No individual member may commit the DELAC to any action

208 or recommendation without approval from the Office of Student, Family and
209 Community Engagement.

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211 **4. Reimbursement:**

212 Reimbursement will be provided to DELAC members (representatives and alternates) in
213 accordance with the guidelines of the District Policy and/or the reimbursement requirements
214 of the Office for Student, Family, and Community Engagement. Representatives and alternates
215 must be present at meetings for at least two hours to receive reimbursement for miles traveled
216 and childcare. A member requesting reimbursement for childcare must provide documentation
217 that includes a copy of the birth certificate or other birth documentation; a current copy of the
218 court order that shows legal custody or custody over the educational rights of a child who is
219 younger than 5 within a month after the meeting has taken place. (Ad Hoc Proposed)

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222 **5. Alternates:**

- 223 A. Alternates may serve for a one school year term.
- 224 B. Alternates will serve as the official representative member if the member has not arrived
225 thirty (30) minutes from the scheduled start time of the meeting.
- 226 C. In this case, the alternate continues to serve as the voting member for the duration of the
227 meeting, regardless of whether the representative arrives to the meeting late.
- 228 D. Alternates shall have the opportunity to ask questions about the items on the agenda, even
229 if they are not serving as an official member.
- 230 E. The alternate shall fill the permanent representative position, when there is a vacancy due
231 to absences or resignation, the alternate's consistent attendance shall be taken into account
232 to fill the position within their region. (New Language)
- 233 F. The alternate who will take the place of a representative during the meeting will be selected
234 according to the time of arrival within their region. (New Language)

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236 **6. Attendance:**

- 237 C. Members must be present for a minimum of two (2) hours from the scheduled time to be
238 counted as present.
- 239 B. Any member arriving 60 minutes after the scheduled start time of the meeting may be
240 assigned their official seat as long as it has not been occupied by a region alternate;
241 otherwise they may participate but may not vote. (Ad Hoc Proposed)
- 242 D. Representatives may not be absent from more than four (4) regular meetings and trainings
243 related to the proper operation of the committee, not counting meetings that were added
244 after the official schedule at the beginning of the school year.

- 245 E. Members will receive a warning letter after missing the third meeting.
- 246 F. After missing the fourth meeting, the member’s membership will be terminated.
- 247

248 **7. Member Vacancies:**

- 249 D. Only elected DELAC alternates are eligible to fill member vacancies that occur in their Region
- 250 or Virtual Academy during the year.
- 251 E. If no alternate is available to fill the member vacancy from the same Region or Virtual
- 252 Academy, an election shall be held in the Region or Virtual Academy to elect an alternate.
- 253 C. DELAC members may resign from their position at any time; they may do so orally during a
- 254 meeting or by means of a signed letter of resignation addressed to the Administrator of the
- 255 Office of Student, Family and Community Engagement, or another assigned administrator.
- 256 (Ad Hoc Proposed)
- 257 D. All members’ information is strictly confidential, and no verbal, written, or electronic
- 258 information may be used for personal matters.
- 259

260 **8. Officer Vacancies:**

- 261 A. An officer vacancy that occurs during the year shall be filled by an election for the remainder
- 262 of the term of office at the next official meeting, with the exception of the chairperson,
- 263 which shall be filled by succession to the office, and will be filled by vice chairperson.
- 264 B. Membership may not be assigned or transferred to another person.
- 265 C. DELAC officers can resign their position at any time and may do so orally during a meeting
- 266 or by submitting a signed letter of resignation addressed to the Office of Student, Family,
- 267 and Community Engagement Administrator or other administrative designee. (Ad Hoc
- 268 Proposed)
- 269 D. All officers’ information is strictly confidential, and no verbal, written, or electronic
- 270 information may be used for personal matters.
- 271

272 **ARTICLE V: TERMINATION**

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- 274 1. DELAC membership will be terminated immediately when a member’s child no longer attends
- 275 the school for which the parent was elected to represent unless the student attends another
- 276 school within the same Region or Virtual Academy.
- 277 2. DELAC membership will be terminated when the student of a member is reclassified; the parent
- 278 may continue until the end of the current school year.
- 279 3. After four absences from any meeting, the representative will be immediately notified of
- 280 termination in writing. Members will not be eligible for re-election to the DELAC for a period of
- 281 one school year, not including the year in which the membership was terminated.

- 282 4. In the case of the graduation of a child or the loss of association with the school, the member will
283 lose membership, and the alternate member will become the voting member, or in the absence
284 of an available alternate, a reelection will be held in their Region or Virtual Academy to fill the
285 DELAC vacancy.
- 286 5. A DELAC member who becomes a Los Angeles Unified School District employee will no longer
287 be eligible to continue their membership on the committee as of their first day of work.
- 288 6. A member may also be terminated from the DELAC by the Administrator of the Office of Student,
289 Family, and Community Engagement when the member does not adhere to one or more of the
290 following:
- 291 A. These DELAC Bylaws, Board of Education Resolution to enforce respectful treatment for all
292 persons and LAUSD’s Operating Norms and Code of Conduct.
- 293 B. District policies regarding the use of District property.
- 294 C. Reports inaccurate residence, guardianship, and childcare reimbursement information or
295 other qualification for membership.
- 296 D. Speaks/acts on behalf of LAUSD and/or DELAC without written authorization from SFACE.

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298 **ARTICLE VI: OFFICERS**
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- 300 1. DELAC officers will serve within a term of one school year from the day they are elected until
301 June 30th.
- 302 2. All representatives are eligible to serve as officers. Alternates cannot serve as officers.
- 303 3. Officers will be duly and democratically elected by a majority vote of the DELAC membership.
- 304 4. A run-off election will be held among the two candidates with the most votes when no one
305 receives the majority of the votes.
- 306 5. Officers will assume their positions following the conclusion of officer elections.
- 307 6. **DELAC Officers:**
- 308 A. Chairperson
- 309 B. Vice-chairperson
- 310 C. Secretary
- 311 D. Assistant Secretary
- 312 E. Parliamentarian
- 313 F. Public Relations Officer
- 314
- 315 7. **Officers’ Responsibilities:**

- 316 A. The DELAC officers will become familiar with the content of these bylaws, the 2025
317 Multilingual Multicultural Master Plan and all federal, state, and District policies pertaining
318 to the DELAC, and programs and services for English learners and the process to develop
319 the Local Control and Accountability Plan (LCAP).
- 320 B. Plan the agenda with District staff prior to the regularly scheduled meetings. The required
321 training items will be defined during the agenda planning meeting.
- 322 C. Provide recommendations regarding the DELAC's responsibilities.
- 323 D. Review and comment on the annual update of the Local Control and Accountability Plan
324 (LCAP).
- 325 E. Recommend the formation of ad hoc committees focused on the responsibilities assigned
326 to DELAC according to the California Education Code. Temporary committees will be
327 established for a limited time and to approach specific English learner topics.
- 328 F. Write a final report detailing the activities carried out during the school year to submit to
329 the incoming membership. (New Language)
- 330

331 8. **Officers' Duties:**

332 **A. The Chairperson shall:**

- 333 1. Plan the agenda with SFACE and District staff prior to the meeting.
- 334 2. Be fair and impartial at all times with the membership and District staff.
- 335 3. Preside over all DELAC meetings.
- 336 4. Finalize items and recommendations for the DELAC agenda and submit them to SFACE
337 for approval.
- 338 5. Sign letters, reports, and other communications as requested by the committee.
- 339 6. Perform additional duties appropriate to the Chairperson position.
- 340 7. Provide a written or oral report.
- 341 8. Represent the DELAC in all meetings or Board of Education subcommittees, where
342 DELAC has been required or requested to participate.
- 343 9. Be involved and engaged in all meetings.
- 344 10. Interact with the members and District staff, modeling respect and promoting a
345 welcoming environment for all.
- 346 11. Direct question procedures with parliamentarian to ensure there is a balance of voice.
- 347 12. May delegate the chairperson seat of a temporary DELAC Ad Hoc committee, if they so
348 choose. (New Language)
- 349 13. Delegate the development of the minutes to another officer if the secretary or assistant
350 secretary is not available. (New Language)

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352

B. The Vice-chairperson shall:

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1. Plan the agenda with SFACE and District staff before the meeting.

354

2. Be fair and impartial with the membership and District staff at all times.

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3. Represent the Chairperson in his/her absence or in assigned duties as prescribed by

356

SFACE.

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4. Assist the Secretary, the Assistant Secretary and the Parliamentarian when necessary.

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(Ad Hoc Proposed).

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5. Assist with written motion forms.

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6. Be involved and engaged in all meetings.

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7. Interact with the members and District staff, modeling respect and promoting a

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welcoming environment for all.

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8. Agree to the chairperson's succession in the event of resignation.

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C. The Secretary shall:

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1. Plan the agenda with SFACE and District staff before the meeting.

367

2. Support SFACE with monitoring attendance, termination and warning letter

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coordination.

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3. Be fair and impartial with the membership and District staff at all times.

370

4. Write minutes for all DELAC meetings which include agenda planning meetings.

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5. Provide the original minutes to SFACE staff before the next regular meeting.

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6. Conduct roll call and establish quorum.

373

7. Keep a current attendance roster.

374

8. Be involved and engaged in all meetings.

375

9. Interact with the members and District staff, modeling respect and promoting a

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welcoming environment for all.

377

10. Share responsibilities with the Assistant Secretary during meetings. (New Language)

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379

D. The Assistant Secretary (New Officer)

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1. Plan the agenda with SFACE and District staff prior to the meeting.

381

2. Support SFACE with monitoring attendance, coordinating termination and warning

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letters.

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3. Be fair and impartial at all times with the membership and District staff

384

4. Will write the minutes for each DELAC meeting, which includes agenda planning

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meetings.

- 386 5. Submit the original minutes to SFACE staff.
- 387 6. Conduct roll call to establish quorum
- 388 7. Maintain an updated attendance roster.
- 389 8. Pay attention and participate in all meetings.
- 390 9. Interact with members and District staff, modeling respect and promoting a welcoming
- 391 environment for all.
- 392 10. Share responsibilities with the Assistant Secretary. (New Language)
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394 **E. The Parliamentarian shall:**

- 395 1. Plan the agenda with SFACE and District staff before the meeting.
- 396 2. Be fair and impartial with the membership and District staff at all times.
- 397 3. Announce public comment.
- 398 4. Assist the Chairperson in ensuring that all parliamentary rules and bylaws are followed.
- 399 5. Be knowledgeable about the committee's bylaws, Robert's Rules of Order,
- 400 parliamentary procedure as prescribed by SFACE and the Greene Act.
- 401 6. Maintain a position of impartiality and therefore do not present motions, nor
- 402 participate in debates, or vote on any motion, except in the case of a ballot vote (roll
- 403 call). (Ad Hoc Proposed)
- 404 7. Direct, along with the Chairperson, the question procedures.
- 405 8. Be involved and engaged in all meetings.
- 406 9. Interact with the members and District staff, modeling respect and promoting a
- 407 welcoming environment for all.
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409 **F. The Public Relations Officer shall:**

- 410 1. Plan the agenda with SFACE and District staff before the meeting.
- 411 2. Be fair and impartial with the membership and District staff at all times.
- 412 3. Promote the actions and purpose of DELAC to the public.
- 413 4. Represent the opinions of the DELAC when authorized by the District.
- 414 5. Assist committee members and guests.
- 415 6. Be involved and engaged in all meetings.
- 416 7. Interact with the members and District staff, modeling respect and promoting a
- 417 welcoming environment for all.
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ARTICLE VII: MEETINGS

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A. Schedule:

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SFACE will hold regular DELAC meetings focusing on required topics for English learners and will also review and comment on the development or annual update of the Local Control and Accountability Plan (LCAP). SFACE may call for training, elections, orientations, or subcommittee meetings, as necessary.

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B. Provisions:

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DELAC operates under the Greene Act, Education Code, section 35147.

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C. Quorum:

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1. The quorum shall be established with the presence of a simple majority (50% + 1) of the total membership, including any alternate seated in the absence of any elected representative.

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2. The quorum shall be established no later than 30 minutes after the scheduled meeting's start time.

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3. Meetings at which a quorum is not established may proceed for informational purposes only.

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4. A member may request a count to establish quorum for voting during the meeting as long as it is before the motion is established. (New language)

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D. Meeting Location:

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Subject to SFACE approval, DELAC shall hold its regular meetings, elections, and trainings at the Office of SFACE located at 1360 W. Temple St. Los Angeles, CA, 90026, Zoom, hybrid, or at a school or community facility with accessibility to the public, including persons with disabilities. (Ad Hoc Proposed)

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E. Meeting Agendas:

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1. Meeting notices in the form of the agenda with date, time and location of a meeting must be publicly and continuously posted outside of the SFACE building in a plainly visible location, at least seventy-two (72) hours before the scheduled meeting.

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2. If, at the end of the scheduled meeting time, there are still items on the agenda to be discussed, the meeting will automatically be extended for an additional period of up to 30 minutes without the need for a motion or approval.

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F. Meetings Open to the Public:

- 456 1. Members of the public, not to exceed five, will be allotted two minutes per person at the
457 beginning of the meeting, prior to any action taken by the committee, to speak on matters
458 within the jurisdiction of the DELAC and the meeting agenda.
- 459 2. Members of the public may register for Public Comments, beginning 30 minutes before the
460 meeting's start time, by email, text message, or by calling SFACE. The public may sign up to
461 speak until the item is concluded by the presiding officer.

462
463 **G. Recording:**

- 464 1. Any individual is allowed to audio and video record any public meeting as long as they do
465 not disrupt the meeting. SFACE will record meetings, and those recordings will be made
466 available on the SFACE website. Any individual who does not want to be recorded has the
467 option to withdraw from the meeting.
- 468 2. If a member records the meeting, it cannot be used to the detriment of another member of
469 the membership. (New Language)

470 **H. Minutes:**

- 471 1. Members may approve various sets of minutes in a single motion when necessary or when
472 the board determines it in order to expedite the process. (New Language)
- 473 2. The committee may approve minutes that may be pending from the previous year's
474 committee. (New Language)

475
476 **ARTICLE VIII: BYLAWS**

- 477 **A. Severability:** If any provision or provisions of these Bylaws shall be held to be invalid, illegal,
478 unenforceable or in conflict with District policies, state and/or federal guidelines, or state and
479 federal law, the validity, legality and enforceability of the remaining provisions shall not in any
480 way be affected or impaired thereby.

481
482 These bylaws are effective upon approval by the SFACE Administrator.

483 May XX, 2026

484 _____
Antonio Plascencia

Date

485 Senior Director of Engagement, Division of Communications
486 Office of Student, Family and Community Engagement

487
488 The officers and members of the District English Learner Advisory Committee approved the bylaws
489 on May XX, 2026.