

1. The board provides guidance and support to the superintendent on proposing a consultation process that addresses:

- Who?* - Identify community groups that should be invited to consultation
 - Clarify board members' role in the process
- How?* - Strategies for ensuring the process provides opportunity for authentic involvement of parents and community members
- What?* - The content of the meeting
 - The requirements of law
 - Student achievement trends
 - Status on working towards the 8 state priorities for districts / 10 state priorities for county offices
- When?* – Establish targets dates and times for conducting the initial consultation that are accessible.

2. The board offers guidance and support to the superintendent to:

- Implement the process for initial consultation process.
 - Statute requires the superintendent to “Meet with teachers, collective bargaining units, principals, administrators, other school staff, parents and students to discuss their input for the LCAP.”
 - It is recommended that Parent Advisory Committees and English Learner Parent Advisory Committees be involved throughout the planning process of the LCAP.
- Report the results of the consultation to the board

Resources to assist in Consulting:

- a. [Building Healthy Communities: A School Leaders Guide to Collaboration and Community Engagement.](#) – Chapter 3
- b. Community Forums documents in Tools and Resources under Consult tab on CSBA's LCFF Toolkit

The Board can be confident that the community has been effectively consulted when:

1. The superintendent shares his or her plan for consultation with the board.
2. The superintendent has implemented the consultation process.
3. There is a record of sufficient effort to involve stakeholders.
4. The input collected during the consultation process has been reviewed by the board.
5. The board determines that the consultation is sufficient.