



Chancellor's Parent Advisory Council (CPAC)

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DLT Guide for High School DLT Representatives

District Leadership Teams (DLTs) play a significant role in creating a structure for district-based decision making and shaping the path to collaboration between superintendents, principals, parents, teachers, other school staff, and community partners. DLTs provide a bridge to School Leadership Teams (SLTs) success and effectiveness. As a DLT member, you have every right to ask for information to help drive the District's Comprehensive Educational Plan (DCEP). Your participation helps build consensus within the DLT on behalf of high schools within the district.

High School DLT Representative's Best Practices

- View [Chancellor's Regulation A-655](#).
- Familiarize yourself with the District's Comprehensive Educational Plan (DCEP) – Can be found in the [iPlan Portal](#).
- Participate in developing and revising the DCEP, which includes annual goals and objectives that are aligned with the district and the Chancellor's vision.
 - Identify the district's policies for programs and services.
 - Acquaint yourself with the high schools in the district.
 - Review the roles and responsibilities of DLT members and the DLTs' decision-making process that can be found in the DLT bylaws and Chancellor's Regulation A-655. You can request verbally or in writing a copy of the bylaws from the Community Superintendent or DLT in your preferred home language.
- Work in collaboration with the High School Superintendent and other DLT team members on DCEP goals and action plans to assist students in the district prepare for high school, college, and career.
- Communicate reports, updates, information, and concerns from the DLTs to the High School Presidents' Council. Solicit feedback, questions, and concerns from the Presidents' Council membership and meeting discussions to bring back to the DLTs.

The NYC DOE's FACE Team has created the following helpful Webinar: [Roles and Responsibilities of School and District Leadership Team Members 2020-2021](#).

If you have any questions regarding this quick guide, please feel free to email infocpacnyc@gmail.com with your name, district, and school for support.