

**San José Unified School District
855 Lenzen Avenue, San José, Ca 95126
District English Learners Advisory Committee (DELAC) Meeting
December 13, 2010**

MINUTES

I. Call to Order: Ms. Mara Herrera called the meeting to order at 6:30 pm.

II. Welcome and Introductions: Ms. Herrera welcomed everyone, introduced District staff, and reminded them to sign in.

Interpretation services provided by: María De Melo and Christine Lemmon, District interpreters.

III. Attendance:

Schools represented:

Allen @ Steinbeck, Almaden, Anne Darling, Bachrodt, Booksin, Canoas, Carson, Empire Gardens, Hammer, Hammer @ Galarza, Horace Mann, Gardner, Grant, Graystone, Los Alamitos, Lowell, Olinder, Reed, Simonds, Trace, Washington, Willow Glen Elem., Williams, Bret Harte, Castillero, Hoover, Willow Glen MS, Broadway, Leland, Lincoln, Pioneer, San Jose High, and Willow Glen HS.

Schools not represented:

Hacienda, River Glen, Schallenberger, Terrell, Burnett, Muir, and Gunderson.

IV. Approval of the Agenda:

The agenda was reviewed. Ms. Laura Alonzo made a motion to approve the agenda and Mr. José Antonio González seconded it. All were in favor and the agenda was approved as presented.

V. Approval of Minutes:

The minutes from October 18, 2010 were reviewed. Ms. María Dolores Lizárraga made a motion to approve the minutes and Mrs. Elva Arciniaga seconded. All were in favor and the minutes were approved as presented.

The minutes from November 15, 2010 were reviewed. Mr. Gabino Martínez made a motion to approve the minutes and Ms. Francisca Montes seconded. All were in favor and the minutes were approved as presented.

VI. Correspondence:

Ms. María Elena Ramírez, Secretary, was not in attendance. Ms. Nancy Valdes reminded members to keep their contact information updated and to notify the office if they are not receiving DELAC correspondence. The correspondence mailed to Shah Pedersoli and Elisabeth Ayalew was returned.

VII. Committee Reports:

Voluntary Integration Plan (VIP) Committee:

Ms. Herrera reported that there was no VIP meeting last month. The next meeting is January 10, 2011.

Parent Brown Bag Meeting:

Ms. Herrera announced that the next meeting is next Thursday.

VIII. Old Business

A. Collect Needs Assessments

Ms. Nancy Valdes collected the DELAC Needs Assessment forms.

Two parent volunteers from Willow Glen MS and HS informed the committee that they still don't have DELAC representatives and are attending the meeting as volunteers.

Ms. Herrera asked why they don't have a committee.

The parent said there is not a lot of parent participation at their school site.

Ms. Nancy Albarrán would contact Willow Glen Middle School to see how they can support the school in forming the SELAC committee.

The parent volunteer did not have the Needs Assessment form and he was provided with one.

**The following schools have not completed the Needs Assessment forms:
Empire Gardens, Hoover MS, Allen @ Steinbeck, Trace, Washington, and Almaden.**

Ms. Herrera said it is very important to complete the Needs Assessment forms since they are used to plan the agenda for the year.

A parent asked for examples of topics to be included in the Needs Assessment.

Ms. Albarrán mentioned intervention programs in the areas of Reading and Math or any other programs that are needed based on the school data.

A Pioneer HS parent informed the committee that they have not completed the Needs Assessment form since they have not had a meeting.

Ms. Herrera informed the committee that DELAC officers will meet in January to review the Needs Assessment received and plan the agenda for the year.

Ms. Albarrán informed the parents that the Needs Assessment forms could be returned to the school office or mailed directly to her office.

IX. New Business:

A. District Program Improvement by Dr. Norma Martínez-Palmer

Dr. Martínez-Palmer began her presentation by defining Adequate Yearly Progress (AYP). The goal is to achieve proficiency in Language Arts and Mathematics on the state tests. There are consequences for Districts and schools that receive Title I Federal funding if they do not meet the proficiency goals.

She explained how the AYP is calculated. The results are based on the California Standards Test (2nd -9th grade) and the California High School Exit Exam for 10th grade only.

Parents had the opportunity to talk about the tests students are taking to calculate the AYP.

A parent asked if the tests were taken in English and Dr. Martínez-Palmer answered that all students take the tests in English.

Parent asked what happens if a student comes from another country in 2nd grade and they have to take the test.

Dr. Martínez-Palmer answered that some students take more time than others to learn the language, but the test is required by law and all students must take them in English.

The AYP Targets were presented for English Language Arts and Math. The targets increase every year.

The goal is that 100% of our students be proficient or advanced by the year 2014.

In 2010, the AYP goal for the District was 56% for ELA and 56.4% for Math. The goals by school were 56.8% for ELA and 58.0% for Math.

Dr. Martínez shared AYP results for 2009-10. The data showed that Latino students, socio-economic disadvantaged students, English Learners and students with disabilities did not meet the goal for ELA and Math.

If a school or District doesn't reach the goal for two consecutive years, the school or District is designated as Program Improvement.

If students are not reaching their goal, then schools and the District need to assess the programs they have in place and decide what is functioning and what is not. After the assessment is done, changes are made in order to improve the program.

A parent asked how many years a school or District could be in Program Improvement.

Dr. Martínez-Palmer said schools continue in Program Improvement until they reach their goals for two consecutive years. Some schools can be closed due to Program Improvement, but are re-opened once they hire new teachers.

In addition, a parent was concerned that some students like her son are struggling academically due to their language barrier. She said HS teachers should be aware of those students who are short credits at the beginning of HS and not wait until they are in 11th grade to say there is nothing they can do for them and just give them an option for an alternative program.

Dr. Martínez-Palmer said her concern is important and students and parents shouldn't wait until the 11th grade to note there are problems. She said school counselors meet with each student and monitor their credits. Each semester students and parents should know what grades and credits they have based on the report cards they receive.

Some parents had concerns about the student assessment during the reclassification processes. They felt the process is too slow. They shared some personal experiences with regard to the process such as the reclassification form as there must be a simple checklist for parents and school to monitor the progress.

Dr. Martínez-Palmer explained in detail the District Program Improvement requirements and the District priorities, which include training teachers in Direct Instruction, Instructional Coaching, and Culturally Responsive Teaching.

The schools in Program Improvement at this time are: Bachrodt, Gardner, Empire Gardens, Galarza, Olinder, Anne Darling, Canoas, Horace Mann, Trace, Washington, Willow Glen, Grant and River Glen.

The PI school requirements were explained. Some of these requirements include parent notifications, professional development, revision/development of a plan, etc.

Ms. Herrera asked if there is a limit for how many years a school can be in Program Improvement. Dr. Martínez-Palmer said the school needs to show progress for two consecutive years to get out of PI.

Ms. Herrera said if there is no limit as to the number of years for schools to be in Program Improvement, then the children could graduate and the results will continue to be the same. For example it could take ten years for this to take effect.

Dr. Martínez-Palmer gave ideas to parents about how they can support their children's education.

Ms. Albarrán said that many times parents think asking questions at their schools is a problem, but it is important that parents are present at school and ask questions. The District staff needs their ideas and parents' perspectives. She encouraged parents to continue advocating for their children. It is very important to continue participating and their questions are very important.

B. Special Education by Ms. Vanessa Wallace

Ms. Wallace from the Special Education Advisory Committee informed the committee about the services they offer and provided flyers. They meet the 4th Monday of every month. They are there to support families with any Special Education information or support they might need. Their next meeting is January 24, 2011 at the District Office.

X. Announcements

A. Parent Education and Involvement by Elizabeth Bliss

Ms. Bliss thanked all the parents who attended parent activities and classes offered throughout the District. ESL classes are being offered at 8 different sites. It is important to have at least 25 parents attending or classes may be closed.

She announced the parent conference on January 29, 2011 and encouraged parents to sign up. The limit is 250 people.

XI. Adjournment:

A. Meeting Evaluation

Members completed the meeting evaluation.

Ms. Rosalba Calderón made a motion to adjourn the meeting and Ms. Danelia Gutierrez seconded it. All were in favor and Ms. Mara Herrera adjourned the meeting at 8:00 pm.

Minutes respectfully presented by Veronica C. Lara