District English Learners Advisory Committee (DELAC) Meeting
November 18th, 2019
6:00 p.m. - 8:00 p.m.

MINUTES

I. CALL TO ORDER:
Mr. Hernandez, DELAC President, called the meeting to order at 6:00 p.m. and reviewed the purpose of the DELAC Committee. The purpose of this meeting is to share information.

II. WELCOME AND INTRODUCTIONS:
Mr. Hernandez welcomed all members and introduced District staff and special guests.

III. ATTENDANCE:
Ms. Monsiváis, Secretary reminded all members to sign the attendance roster.

_Schools represented:_ Allen @ Steinbeck, Almaden, Anne Darling, Booksin, Canoas, Empire Gardens, Galarza, Gardner, Grant, Hacienda, Horace Mann, Los Alamitos, Lowell, Olinder, Reed, River Glen, Schallenberger, Simonds, Terrell, Trace, Washington, Williams, Castillero, Hoover, Muir, Willow Glen M.S., Gunderson, Leland, Lincoln, Pioneer, San Jose High

_Schools not represented:_ Bachrodt, Carson, Graystone, Hammer, Willow Glen Elementary, Bret Harte, Ohlone, Broadway, Willow Glen High School

_Interpreters:_ Ms. María de Melo and Ms. Rosalba González

IV. APPROVAL OF THE AGENDA
The agenda was reviewed. Ms. Imelda Peña made a motion to approve the agenda, and Ms. María Gomez seconded it. All were in favor, and the agenda was approved as presented.

V. APPROVAL OF THE MINUTES
The minutes from October 21st, 2019 were reviewed. Mr. Villa made a motion to approve the minutes, and Mr. Neira seconded it. All were in favor, and the minutes were approved as presented.

VI. CORRESPONDENCE
Ms. Monsiváis reminded all members to keep their contact information updated and added that they may send correspondence to the DELAC committee if they have any suggestions or concerns.

VII. COMMITTEE REPORTS
_Voluntary Integration Plan (VIP) Committee:_

The VIP meeting was held on October 28th, 2019. The special education department presented on services provided by San Andreas Regional Center to children between the ages of 3-5. They reviewed the process to determine how a child would qualify for services. The next VIP meeting is February 3rd.
VIII. **PUBLIC COMMENTS**
No public comments.

IX. **OLD BUSINESS**
There was no business to address.

X. **NEW BUSINESS**

A. English Learner Master Plan Approval
The English Learner Master Plan continued to be reviewed. Parents noted questions they had regarding each of the dimensions from the plan. We will be using these questions to help us plan our presentations throughout the year.

**Question:** Do we do this together or individually?

**Ms. Esquivel responded:** Individually.

Ms. Esquivel explained this wouldn’t be the only time to ask questions, parents will have the opportunity to ask questions when we present on these topics. The only difference between this year’s plan and last year’s plan is the reclassification section.

Ms. Esquivel Moreno takes vote to approve the plan. Process was explained. All parents were in favor of approving the plan.

Ms. Esquivel Moreno gave a presentation on EL Identification, Assessment and Program Placement. Reviewed process of how an EL is identified through the Home Language Survey (HLS) as well the assessments used to test English learners. It was clarified that a student is not classified as an EL because of the HLS. A student’s classification occurs only after administering the ELPAC.

**Question:** Do you give ELPAC to all students in Kinder?

**Answer:** Yes, we give it to all students that are new to school and to the country.

**Question:** Does someone explain this?

**Answer:** Yes, at the enrollment center.

**Question:** Do you give to all students?

**Answer:** No, only to the ones who answer any question 1-3 with another language.

**Question:** What happen if parents answer all English, but they don’t speak English?

**Answer:** Teacher will notice and will provide supports to the student.

**Question:** Can you change from non-EL to EL?

**Answer:** Yes, one would write a letter to the Superintendent.

**Question:** How can you tell if it is a language issue or special needs?

**Answer:** Teacher would do observations and gather information to see if language or special needs.

**Question:** The teachers should support them in primary language right?

**Answer:** If they are in a bilingual program.

Reviewed the Previous School Information and why we have it. Not for immigration, but how to support a student’s language needs. Will continue next meeting explaining Program Placement.

B. Initial and Annual Letters
Ms. Nerhood explained the initial and annual letters. This letter talks about the progress your child is making in the process to being reclassified.

**Question:** I got an email saying that we would not receive this letter anymore.

Annual/Initial Parent Notification letters will still go out for English Learners.

**Question:** Even for students who are in high school?

**Answer:** Yes, even for high school students.

**Question:** Since we just changed the ELPAC reclassification does this apply to these students?
Yes, we will use this criteria for students who took the ELPAC last year.

Question: If my student is struggling with writing but in ELPAC they have a 4 in all the areas but a 2 in writing do they still reclassify and how do they receive support?
We continue to monitor the students and we will provide interventions as necessary. Teachers need to document the interventions.

C. Family Engagement
Ms. Lara explained the types of supports offered to parents. The following were mentioned:
Parent Portal
SSC
Cafecito
Workshop on Bullying
Vaping abuse workshops
Science Nights
School Fun Nights
ESL
Positive Discipline

Ms. Lara asked what are barriers that prevent you from attending? Language.
Parent: When the principals send the message to parents, the message is only sent in English, so parents who do not speak English do not fully understand.

Parents: Sometimes the scheduling conflicts. Sometimes the district has events at the same times at different sites, so parents do not know where to go.
Parents: A big barrier is that parents do not feel connect with the staff or the principals.
Ms. Lara responded that this tells us that as a district we need to work on how principals and staff can work to develop relationships within the community.

Parents are asked to write down other topics they would like.

XI. ANNOUNCEMENTS
Ms. Lara invited parents to the next Parent University. Happening this Saturday!

XII. ADJOURNMENT
Please take a few minutes to complete the meeting evaluation. Ms. María Estrella made a motion to adjourn the meeting and Ms. María Ulloa seconded it. All members were in favor, and the meeting adjourned at 7:54 p.m.

Minutes respectfully presented by Melitta Nerhood and Zoila Esquivel