



*District English Learner  
Advisory Committee  
(DELAC)*

**DELAC Officials**  
Irma Gonzalez, President  
Angelina Aranda, Vice President  
Francisca Vargas, Secretary  
Lucia Vega, Sergeant of Arms  
Nancy Manriquez, Parliamentary

**Interim Superintendent**  
Brian Biedemann

**Director**  
Dr. Susana Ramirez

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

**November 18, 2020**

**9:00 A.M.- 10:30 A.M.**

**ZOOM VIRTUAL MEETING  
MINUTES**

**1.0 Welcome.** Irma González (president) welcomed all those who were present on the Zoom virtual meeting platform and the meeting began at 9:11 a.m. Paola Juarez (parent liaison) asked permission to record the meeting for the district's records and also clarified that if any participant does not agree to be recorded, they should turn off their camera. The first motion to start the meeting was made by Adriana Cardona, seconded by Marlen Sevilla.

**2.0 Roll Call.** Francisca Vargas (secretary) did roll call. The following schools were represented by:

- 1.- **August:** Rosa Reyes (rep), Leticia Albor (alt), Ma. Elizabeth Lopez (alt)
- 2.- **Cleveland:** Sabina Rincon (rep), Rosa Arana (alt)
- 3.- **Commodore:** Janette Flores Jimenez (rep)
- 4.- **Edison H.S.:** Francisca Vargas (rep) (secretary)
- 5.- **Elmwood:** Maria de la Luz Villarreal (rep)
- 6.- **Franklin H.S.:** Laura Martinez Guadarrama (rep), Nancy Manriquez (parliamentarian)
- 7.- **Fillmore:** Eleuteria Peralta Sampayo (alt)
- 8.- **Grunsky:** Maria Ramirez (alt)
- 9.- **Harrison:** Alicia Orozco (alt)
- 10.- **Henry:** Blanca Olivera (rep)
- 11.- **Hong Kingston:** Martha Hernandez (rep)
- 12.- **King:** Guadalupe Sanchez (rep)
- 13.- **Madison:** Jeimy Chijate (rep), Karina Macias (alt)
- 14.- **Mata:** Eugenia Hernandez (rep)
- 15.- **Mckinley:** Beatriz Lopez (rep), Veronica Merino (alt)
- 16.- **Monroe:** Marlen Sevilla (alt)
- 17.- **Pittman:** Adriana Cardona (alt)
- 18.- **PYA:** Angelina Aranda (rep) (vice-president)
- 19.- **Roosevelt:** Catalina Ramos (rep)

- 20.- **San Joaquín:** Mayra Padilla (rep), Irma Gonzalez (president)
- 21.- **Spanos:** Naida Quintero Herrera (alt)
- 22.- **Taft:** Lucia Vega (sargento de armas)
- 23.- **Weber H.S.:** Lucila Mendoza (rep)
- 24.- **Wilson:** Adela Roldan (rep) Lorena Orozco (alt)

In this meeting 24 schools were represented and 49 people were present at the virtual meeting of which 32 are members. In addition to the members and 7 guests, we also had in attendance the staff of the Language Development Office: Ofelia Muniz, Bilingual Evaluation Assistant, Carmen Lopez Lozano and Mani Phonephacdy, Interpreters, Paola Juárez, Parent Liaison, Olivia Fernandez, Administrative Assistant and Dr. Susana Ramirez, Director. We also had the following district members join us: Dr. Connor Sloan, LCAP Director, Lilian Guerra, King Elementary Assistant Principal, Rebecca Abellana, Taylor Elementary Assistant Principal, and Juanita Altamirano, Henry Elementary Parent Liaison.

Paola Juarez (parent liaison) informed the committee that 4 people were present in the conference room of the District PDC to serve as witnesses. The people were:

Irma Gonzalez, President  
Francisca Vargas, Secretary  
Dr. Susana Ramirez, Director  
Paola Juarez, Parent Liaison

She also informed the committee that 2 more general DELAC representatives were asked to serve as witnesses in person but were unable to attend.

**3.0 Changes to the Agenda.** None.

**4.0- Read and Approve Minutes.** The minutes of the November 4, 2020 meeting were read and approved with the following change:

At the end of the minutes, the name of Paola Juárez was added, where it says "These minutes were written by Francisca Vargas" is added "and Paola Juarez."

The first motion was made by Eleuteria Peralta, seconded by Blanca Olivera, motion approved.

**5.0 Old Business:**

**5.1. Clarification on Nominations and Nomination Results:** Francisca Vargas (secretary) informs the committee that according to the bylaws (section 9, article IV), any parent of the Stockton Unified School District who has an English learner child may be

nominated for the DELAC board of officers and regarding re-elections , in article III, section 3, all committee officers will serve for a period of 2 consecutive years and can only serve for 2 periods, in this way they can serve in the same position for 4 years as long as the officer is re-elected at the end of their first term.

## **6.0 New Business:**

**6.1. Acceptance of Nominations:** Paola Juarez (parent liaison) shared the list of people nominated for president, secretary and parliamentarian. Francisca Vargas (secretary) advised the committee that she reviewed the roll call list to verify if a quorum was established to conduct the elections and informed the committee that 22 schools and the entire board of officers were present and that the necessary quorum had been established.

### **The nominees were:**

**President:** Lucila Mendoza, Francisca Vargas

**Secretary:** Adriana Cardona, Karina Macias, Lucila Mendoza, Nancy Manriquez

**Parliamentarian:** Adrian Cardona, Martha Hernandez

### **The officers who could be re-elected were:**

**President:** Irma Gonzalez

**Secretary:** Francisca Vargas

**Parliamentarian:** Nancy Manriquez

Francisca Vargas (secretary) asked the nominees if they accept their nomination:

**President:** Lucila Mendoza did not accept her nomination

**Secretary:** None of the nominees accepted their nominations

**Parliamentarian:** Adriana Cardona accepted her nomination

Irma Gonzalez (president) asked Francisca Vargas if she accepts her nomination for president. Francisca Vargas accepted the nomination.

Dr. Susana Ramirez (director) clarified that if Francisca Vargas does not win the presidency, she remains as the secretary since no one else accepted the nomination, but if she won, nominations would have to be made again to fill the secretary vacancy and have elections in another meeting.

**6.2. Elections:** Paola Juarez (parent liaison) explains to everyone present how the representatives can send their vote and gives two options:

1. Private chat to Paola Juarez through the chat box
2. A text to her mobile [REDACTED]

Dr. Ramirez clarifies that in the text or in the chat they must put their name, school and for who they are voting. Francisca Vargas (secretary) once again does the roll call to inform those present of who can vote. Two motions were requested to continue with the agenda while the voting process was taking place, the first motion was made by Karina Macias, seconded by Lucila Mendoza, with all agreeing, the motion was approved.

**6.3. Roles and Responsibilities Training for Officers of ELAC and DELAC:**Dr. Susana Ramirez makes her presentation on the importance of ELAC and DELAC and the responsibilities of schools and the district.

#### ELAC Responsibilities:

- Every public school in California, kindergarten through grade 12, with 21 or more English learners (EL) must form an ELAC Parent Advisory Committee of English Learners
- It is the school's responsibility to be constantly monitoring to see if they have 21 or more students who are English learners.
- Principals, assistant principals, or a designated administrator must attend ELAC meetings
- Parents elect their ELAC members, elected members serve for 2 years and must elect at least 1 DELAC representative and one Alternate
- It is the responsibility of the school to provide training to its members and officers.

2 motions were requested to extend the meeting for 30 more minutes, the first motion was made by Maria Ramirez, second motion by Naida Quintero, motion approved.

- For ELAC meetings at least 4 meetings a year, a specific day must be established, these are public meetings, the agenda must be published 3 days before in a visible place, the files and minutes must be kept for at least 5 years in case there is a state audit
- The ELAC should be responsible for advising the principal and teaching staff on services and programs for English Learners and the school site council in developing the SPSA.

#### DELAC Responsibilities:

- District-level committee comprised of parents, staff, and community members for the purpose of advising district officials on services and programs for English learners
- Each public school district in California that has 51 or more English learners must form a Parent Advisory Committee (DELAC), or unless the district designates an existing advisory committee for this purpose

- Responsibilities are developing a plan, reclassifying students, reclassification letters, LCAP presentations, and a needs survey
- The Officers may be composed of a President, Vice President, Secretary, Parliamentarian and Sergeant at Arms

### ***Election results:***

Paola Juarez (parent liaison) counted the votes for president which were done during the presentation of Dr. Susana Ramirez (director) and presented the following results to the committee:

**New President:** *Francisca Vargas*

Since Francisca Vargas won the presidency the secretary position was left vacant. At this time the nominations for secretary were reopened until December 4. Martha Hernandez nominates herself for secretary.

Nancy Manriquez did not accept to be re-elected as the parliamentarian and since Adriana Cardona was left, who accepted the nomination, she is automatically the new parliamentarian.

Dr. Susana Ramirez, consulting with the committee, sets a date to have a special meeting to have elections for secretary.

### ***7.0 Announcements:***

**7.1** Angelina Aranda (vice president) informs the committee that the next special meeting will be on December 9, 2020 from 9 to 10 am.

**8. Adjournment:** The meeting ended at 11:21 a.m. The first motion was made by Lucía Vega, seconded by Rosa Reyes.

These minutes were written by Francisca Vargas and Paola Juarez  
Approved by Dr. Susana Ramirez