



*District English Learner
Advisory Committee
(DELAC)*

DELAC Officials
Francisca Vargas, President
Lucia Vega, Vice President
Lucila Mendoza, Secretary
Shirley Garcia, Sergeant at Arms
Maria de la Luz Villarreal, Parliamentarian

Superintendent
John Ramirez, Jr.

Director
Dr. Susana Ramirez

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

**November 17, 2021
9:00 A.M.- 10:30 A.M.
ZOOM Virtual Meeting
MINUTES**

Notice before starting the meeting: Paola Juarez (Parent Liaison) shared her screen with the committee and reported that this meeting was going to be recorded for the sole purpose of maintaining the record and that it would not be published, and if any person did not want to be recorded, they could turn off their camera and she also commented that none of those present had permission to record and this will be kept private. If anyone has any questions about this meeting, they can call Paola Juarez to make an appointment and can watch the video. This information was given in Spanish and English.

1.0 Welcome: Ms. Francisca Vargas (President): Good morning, thank you very much for attending this meeting and you are all very welcomed. Being 9:09 am, I ask for 2 motions to start the meeting. The first motion was made by Marlen Sevilla and seconded by Catalina Ramos.

President Vargas asked if anyone was in need of translation into English, we have Ms. Sandra Gómez (Interpreter, LDO) and please notify the committee. Ms. Gómez greeted and made herself available to us. There was no request.

President Vargas also welcomed Ms. Cecilia Mendez (President of the School Board).

2.0 Roll call: Called by Lucila Mendoza (Secretary) and the following schools were represented:

- 1. August:** Leticia Albor (alt.)
- 2. Chavez:** Leticia Albor (rep.)

3. **Cleveland:** Rosa Arana (alt.)
4. **Edison:** Francisca Noyola Mejia(rep.), Lucia Vega (Vice President)
5. **El Dorado:** Monica Gomez (rep.)
6. **Elmwood:** Maria de La Luz Villarreal (rep.) (Parliamentarian)
7. **Fillmore:** Laura Martinez (rep.)
8. **Franklin:** Angeles Cortes (rep), Brenda Esquerria (alt.)
9. **Grunsky:** Maria Sandra Arreola (rep.)
10. **King:** Guadalupe Sanchez (rep.)
11. **McKinley:** Beatriz Lopez (rep.), Veronica Merino (alt.), Francisca Vargas (President)
12. **Monroe:** Marlen Sevilla (alt.)
13. **Peyton:** Felicitas Parada (rep.)
14. **PYA:** Angelina Aranda (rep.), Brenda Esquerria (alt.)
15. **Roosevelt:** Catalina Ramos (rep.)
16. **San Joaquin:** Shirley Guiliana Garcia (rep.) (Sergeant at Arms), Julia Flores (alt.)
17. **Spanos:** Naida Quintero Herrera (alt.)
18. **Weber:** Lucila Mendoza (rep.) (Secretary), Adela Castro Perez (alt.)
19. **Wilson:** Adela Roldan (rep.)

At this meeting 25 representatives and/or alternates were present and 19 schools were represented. Guests in attendance include Cecilia Mendez (President of the School Board), Alicia Rico (School Board Member-Area 3), Dr. Israel Gonzalez (Director of LCAP and Equity), Dr. Susana Ramirez (Director of Curriculum & Professional Development), Olivia Fernandez (Administrative Assistant LDO), Paola Juarez (LDO Parent Liaison), Sandra Gomez (LDO Interpreter), Diane Ornelas (LDO Parent Liaison-Migrant Program), Eduardo Martir (Franklin Assistant Principal), Lilian Guerra (King Assistant Principal), Soledad Ascencio (Franklin ELP Coordinator), Sandi Miyai (August ELP Coordinator), Francisco Figueroa (August Community Assistant), Imelda Donato (Adult School Counselor) and FR 2021 (Family Resource Centers). Other parents or community members present were: Alicia Orozco, Adela Hernandez, Maria Grijalva, Patricia Mosqueda, Aide Lopez, Jaqueline Vargas, and Irma Gonzalez giving a total of 47 people present.

3.0 Changes to the agenda: A motion was requested to change the name of Lucila Mendoza to Lucia Vega in 7.0. The first motion was made by Angeles Cortes and seconded by Rosa Arana. Motion approved.

4.0 Read and approval of minutes: They were postponed to the next meeting because the time between one meeting and another was very short.

5.0 Old business: None.

6.0 New business:

6.1 Confirmation of New Officials. Paola Juarez (Parent Liaison) gave the explanation of the election procedure and also clarified that some nominated people were already on the committee, and mentioned that there were 3 people in charge of supervising that the elections and voting during the meeting was in order. Paola Juarez (Parent Liaison), Board Member (who is not nominated) - Lucila Mendoza (Secretary), Official Representative of DELAC-Guiliana Shirley Garcia (San Joaquin Elementary) and displayed the information on the screen.

Lucila Mendoza (Secretary) clarified that Shirley Garcia was part of the witnesses because she had not been nominated for any position at that time and that there was no person who accepted the nomination for Sergeant at Arms. The position was opened again following the rules and Ms. Julia Flores nominated Shirley Garcia at that time and since there were no opponents the voting proceeded to continue.

Dr. Ramirez reminded those present that the meetings are recorded to maintain the record but are not published on any social network, we are available to show it. Paola Juarez (Parent Liaison) congratulated Lucia Vega for her new position as Vice President, Shirley Garcia for her position as Sergeant at Arms and Maria de la Luz Villarreal for the position of Parliamentarian and asked them to give a few words to the committee.

Lucia Vega (Vice President): Thanks to the people who trusted in me, I promise not to let you down.

Shirly Garcia (Sergeant at Arms): I am a representative of the San Joaquin school and my commitment to you is to be focused on the development of education and I promise to do everything possible to achieve that development.

Maria de la Luz Villarreal (Parliamentarian): I am a representative of Elmwood school, I am very happy to belong to the board and I like to contribute to the well-being of our children.

President Vargas welcomed Alicia Rico (Area 3 Board Member).

6.2 LCAP Overview and ESSER III Plan Results.

Dr. Gonzalez (Director of Equity and LCAP, Educational Services): Good morning. I want to present the LCAP general overview. Let's talk a little bit about the overview of LCAP and ESSER III. So that everyone knows what the LCFF is, it is a way that the state has given to support the district and for them to decide what is best for the district, it is funds to improve student results, it is funds for English learners and low income. High needs students are English Learners and Foster Care students. We have more than 55% of students who do qualify, the LCAP plan is not 2 or 3 pages, it is almost 300 pages and you can see it on the district LCAP page. Each plan has to focus on 8 priorities plus 2. We want all of these priorities to be a focus for our district. Our district is large, we have 52 schools, not counting charters, 40,627 is the number of students up until the month of August, and 4,500 staff.

Dr. Gonzalez displayed the following LCAP priorities on the screen:

1. Basic services
2. State academic standards
3. Parental involvement
4. Student Achievements
5. Student engagement
6. School climate
7. Access to courses
8. Student results
9. Foster youth
10. Expelled youth

He also talked about the ethnicity percentages of the students enrolled in our district and mentioned that almost all of them are low income. He showed and explained a graph of total budgeted expenditures (budgeted) by the district August 2021 and added that it takes a lot of money to run a district of this size, we are receiving funding from other 2021-22 LCAP foundations as well.

ESSER III \$156,422,544, funds to be used by September 30 (ESSER III) are allocated to local educational agencies to address the impact of COVID-19 in our elementary and middle schools. ESSER III was approved a month ago by our district council, when we opened the surveys and wanted to hear the voice of the community, they can see that the areas that came up were tutoring, professional development, a lot of support and showed the graph on the screen of all the suggestions received in the survey, and with this from ESSER we can help and see how many areas we can improve.

Goal # 1: is to increase student achievement.

Shirley Garcia (Sergeant at Arms): You were mentioning the plan which has about 300 pages and if you could summarize all those pages in something smaller to have access to that plan, I was looking at the focus of the ESSER and I as a representative of a special education child, don't see it in this plan and I would like to see more children with special needs added and I would like us to be able to work together with them.

Dr. Gonzalez (Director-Equity and LCAP): On the second page or column 2 if there is an area and of the plan, if we will try to make it shorter, there are 2 or 3 pages that can be given to parents so that it is more understandable and has more information.

Leticia Albor (August & Chavez Representative): What if some schools did not participate in the survey are they also going to receive this help?

Dr. Gonzalez (Principal-Equity and LCAP): Of course all schools will get help and mentioned that he reopened the survey for all schools to participate and it will be the same link.

Francisca Loyola (Edison representative): When are you going to send us the link?

Dr. Gonzalez asked Paola Juarez if he could send the link today, and she answered yes. Francisca Vargas thanked Dr. González for his presentation and added that his presentation is expected again.

6.3 Roles and Responsibilities Training for Officials of ELAC and DELAC.

Dr. Ramirez (Director): We are going to start with the ELAC and DELAC training and we are open if you would like to ask questions, raise your hand in the chat and we can answer at the end. It is very good that you have accompanied us to this training, all the people who attended this training will be given a certificate.

Paola Juarez (Parent Liaison) presented on the objectives and requirements of ELAC and DELAC and the responsibilities of ELAC and DELAC members.

ELAC

- It's the English Learner (Parent) Advisory Committee
- ELAC composition requirements
- Functions and responsibilities
- ELAC, SSC, SPSA

DELAC

1. EL Master Plan
2. Needs assessment
3. Programs
4. Teacher requirements
5. Reclassification
6. Letters (notifications)
7. LCAP

All ELAC or DELAC meetings require the following:

- Meeting notice
- Agenda
- Attendance list
- Minutes
- Follow the Greene Act

She also presented on the following points

- DELAC Representative Responsibilities
- The recommendation to have two DELAC representatives per school
- Instructions on how to do the DELAC report
- The responsibilities and functions of officers in general
 - President, Vice President, Secretary, Sergeant at Arms, and Parliamentarian
- The responsibilities and functions of DELAC officers
 - President, Vice President, Secretary, Sergeant at Arms, and Parliamentarian
- The importance of keeping all records to see how ELAC advised the SSC
- Not all ELACs are the same and gave examples
- If the ELAC is part of the SSC there must be documentation

** The full presentation will be included with these minutes **

At the conclusion of the first part of the presentation, Paola Juarez displayed the district website for the Language Development Office where parents can find this training and more information.

Angeles Cortés (Franklin representative): You are mentioning that for there to be an ELAC in the schools there must be 21 children or more and if there are less than 21 children in PYA that have not been reclassified, how are we going to appropriate? What is the end? Why should a child be reclassified to go to university. How is this program working with the children? There I do not understand.

Dr. Ramirez (Director) thanked the parent for her question and answered her.

Dr. Ramirez (Director): The general rules are specifically for the committee and if the school does not have 21 students or more, it is up to the principal if s/he wants to have the committee. There are schools that, although they do not have the students, do ask parents to come to give suggestions and to know that the student is receiving these services. The law says that students must have protected time. From K-5- 30 minutes, 7-8- 50 minutes and in high school - 90 minutes. Students can go to college without reclassifying, but to go to university it is required. It is important to provide parents with information on A-G graduation requirements prior to being in high school. I propose that the officers have a conversation to bring someone to present (Counseling Program). The protected time 30 minutes must be within school hours and the law says it, before they said 45 minutes and the time has changed.

Shirley Garcia (Sergeant at Arms) asked if those protected minutes were daily and Dr. Ramirez (Director) commented that they were.

Brenda Esquerra (Representative from Franklin and PYA): I took that conversation regarding the time ELDs have and they commented they already have it. They are not being supported (at Franklin and PYA).

Dr. Ramirez said she will call those schools to see what is happening and explained a practice that the department has is that they are asked for the schedule of protected instruction time and there will be the evidence that instruction is given or not to the students.

Shirley Garcia (Sergeant at Arms) asked if the schedule is only for the department/school sites or if parents can request it.

Dr. Ramirez explained that parents can ask for it. She also shared information about proposition 227 which was before in the state and the nation that wanted students to speak more English and how it has changed and now it is proposition 58. She explained that in proposition 58 there is a law where it says that the district has to give parents the option to withdraw their English learner from ELD classes (“opt in & opt out”). This process is done in a way that the parent requests a form. By completing and submitting it, the parent is giving permission to the district *not* to provide that protected instructional time for the English learner student. Dr. Ramirez clarified that even if this form is filled out, the student is still an English learner and will still have to take the ELPAC exam.

Dr. Ramirez (Director): There are students who believe that if they fill out the form they are no longer an English learner and it is not the case, they will still have to take the ELPAC exam. In my opinion if the student does not have that extra support (ELD) it may hurt him and he will not be successful in his other classes. And if we have parents in high school who ask for the form, they should have a meeting with the principal or school counselors to show them the result of the ELPAC exam and what the parent decides because this is a supplementary course.

Alicia Rico (Area 3 School Board Member): When we fill out the first application of what is the language we speak at home and if there we put that it is Spanish, it is when the test is done and it will depend on the result if the student will be identified as an English learner. And if a parent says that they don't know, a letter is sent to us. I think it's once a year, if a parent doesn't know it's because they didn't say that Spanish is spoken at home. I also want to let you know that there will be a meeting for parents of students with special needs today, November 17 from 12:30 to 2:00 pm in March Lane Suite A-122 on Zoom and in person. The reason I ran for the position is to support these special needs children.

President Vargas asked for a motion to extend the meeting and leave time open to end the meeting. Veronica Merino made the first motion and Rosa Arana seconded it. Motion approved.

Paola Juárez (Parent Liaison) continued with the second part of the presentation *Robert's Rules of Order* and explained what parliamentary procedure is and how to have a successful meeting.

She elaborated on the following topics:

- Agenda
- Changes to the agenda
- How to begin a meeting
- Motions
- How to make a motion
- Minutes
- Announcements
- Closure of meeting
- Bylaws
- Quorum
- Voting
- Subcommittee
- Voting rights

** The full presentation will be included with these minutes **

Francisca Vargas (President): Before moving on to number 7 I would like to make a comment. Here we have Ms. Cecilia Mendez, President of the School Board and she thought that the meeting was live (in person) and we want to ask or comment why if other committees are doing it in person, why not us? We do not have the equipment to participate with the hybrid program and we ask you and the superintendent to provide us with the equipment.

Cecilia Mendez (School Board President): I did not know what was happening, I am going to support you having this. It will be difficult but we will be there and I also want to thank Ms. Alicia Rico for being here, she is very dedicated. I know that times are tough but you are surrounded by very capable people to move forward.

President Vargas thanked the President of the School Board for her presence.

7.0 Announcements:

Lucia Vega (Vice President) made the announcements at the end of the meeting.

- **7.1 DELAC Newsletter subcommittee 12/2/2021; 9:00-10:00 am**
- **7.2 Next meeting 1/12/2022; 9:00-10:30 am (Francisca Vargas)**

8.0 Adjournment: President Vargas thanked everyone present for attending the meeting and asked for 2 motions to close the meeting at 11:34 am. First motion Sandra Arreola, seconded by Adela Roldan. Motion approved.

These minutes were written by Lucila Mendoza and Paola Juarez.