



***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)**

**January 12, 2022
9:00 A.M.- 10:30 A.M.
ZOOM Virtual Meeting
MINUTES**

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and informed that this meeting was going to be recorded for the sole purpose of keeping the record and that it would not be published, and if someone did not want to be recorded to just turn off their camera and she also commented that none of those present had permission to record and that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

1.0 Welcome: Ms. Francisca Vargas (President): Good morning everyone, thank you for being here. I want to wish you a year of great health and prosperity and ask that we take all precautions to protect ourselves from this virus and stay healthy. Welcome everyone, it's 9:09 am and I ask for 2 motions to start the meeting. The first motion was made by Veronica Merino and seconded by Catalina Ramos. Sergeant at Arms Shirley Garcia made the announcement about the procedure of the rules that will be carried out during this meeting in order to respect everyone's time and once the meeting is over, time will be given for questions on topics not presented on the agenda.

President Vargas asked if anyone needed translation in English, that we have here Ms. Sandra Gómez (Interpreter, LDO) and to please let the committee know. Ms. Gómez greeted and made herself available to us. There was no request.

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

1. **Cleveland:** Rosa Arana (alt.)
2. **Edison:** Francisca Noyola Mejia (rep.), Lucia Vega (Vice President)
3. **Elmwood:** Maria de La Luz Villarreal (rep.) (Parliamentarian), Maria Maciel (alt.)
4. **Fillmore:** Laura Martinez (rep.)
5. **Franklin:** Angeles Cortes (rep.), Brenda Esquerra Gutierrez (alt.)
6. **Grunsky:** Maria Sandra Arreola (rep.)
7. **Health Careers:** Martha Hernandez (alt.)
8. **Henry:** Blanca Olivera (rep.)
9. **Madison:** Jeimy Chijate
10. **Mata:** Eugenia Hernandez (rep.)
11. **McKinley:** Beatriz Lopez (rep.), Veronica Merino (alt.), Francisca Vargas (President)
12. **Merlo:** Yana Victoria Macias (alt.)
13. **Monroe:** Marlen Sevilla (alt.)
14. **PYA:** Angelina Aranda (rep.), Brenda Esquerra Gutierrez (alt.)
15. **Roosevelt:** Catalina Ramos (rep.), Maria Del Carmen Torres (alt.)
16. **San Joaquin:** Shirley Guiliana Garcia (rep.) (Sergeant at Arms), Julia Flores (alt.)
17. **Weber:** Lucila Mendoza (rep.) (Secretary), Adela Castro Perez (alt.)
18. **Wilson:** Adela Roldan (rep.), Miriam Reyes (alt.)

At this meeting, 27 representatives and/or alternates were present and 18 schools were represented. As guests were: Dr. Susana Ramirez (Director of the Curriculum Department), Olivia Fernandez (LDO Administrative Assistant), Sandra Gomez (LDO Interpreter), Diane Ornelas (Parent Liaison-LDO Migrant Program), Sandi Miyai (ELP Coordinator of August), and Francisco Figueroa (August Community Assistant). Other parents or community members present were: Alicia Orozco, Adela Hernandez, Maria Cardenas, a parent with initials “MJ” giving a total of 37 people present.

3.0 Changes to the agenda: A motion was requested to change the name of Lucía Vega in 7.1 and 7.2 to Maria de La Luz Villarreal. The first motion was made by Rosa Arana and seconded by Blanca Olivera. Motion approved.

4.0 Read and approval of the minutes: The minutes for November 10, 2021 were approved without corrections. The first motion was made by Francisca Noyola and seconded by Adela Hernandez. Motion Approved. The minutes of November 17, 2021 were approved with corrections in the 6.3 page 9 (of the Spanish minutes) the word **creo** to **creyó** and **porque** to **porqué**. The first motion was made by Blanca Olivera and seconded by Marlen Sevilla. Motion approved.

5.0 Old business:

5.1 DELAC Newsletter Subcommittee Report: President Francisca Vargas shared the following points.

- Subcommittee met 2 times (12/2/21 and 1/6/22)
- There will be more meetings to develop 2 more newsletters for this school year
- There are 5-7 members in the subcommittee
- It is expected to be published at the end of January
 - Mail (address)
 - Email
 - Facebook
 - Department website
 - And other ways

5.2 Master Plan for English Learners Meeting Dates. The meeting will be on January 24, 2022 from 11:00 am - 12:00 pm.

Dr. Susana Ramirez (Director): I want to make sure that this is the most recent version of The Master Plan. The purpose of my presentation is to provide a little more information on the English Learner Master Plan. This is a plan and we want to make changes before presenting it to the board. Right now the meetings are virtual and we will make sure to always inform you about the COVID rules and how we are going to be working. Right now we are on Zoom.

Dr. Ramirez showed on the screen the presentation about the ***Stockton Unified School District (SUSD) English Learner (EL) Master Plan*** and shared the following points:

What is the purpose of the EL Master Plan?

The primary purpose of the EL Master Plan is to provide a clear statement of policies and procedures related to the development, implementation, and evaluation of English learner programs and services.

Why is the EL Master Plan important?

- Ensures that ELs will achieve English language proficiency as quickly as possible
- Promotes the academic success of all ELs
- Ensures the development of cross-cultural awareness, appreciation of diverse cultures and languages, and encouragement of bilingualism

- Ensures instructional personnel are trained to implement effective instructional programs and teaching strategies for ELs
- Supports parent and community awareness, involvement, and support in meeting the educational needs of ELs

What are the components of the EL Master Plan?

- Initial Identification and Assessment
- Reclassification
- Instructional Program Placement and Description
- Parent Outreach, Involvement and Advisory Committees
- Staffing & Professional Development
- Authorization of Teachers & Staff
- Funding
- Accountability & Evaluation of Program

Dr. Susana Ramirez (Director): I wanted to add, these are components that are core but the district and parents can add components, an example is English learners or students with special needs.

SUSD EL Master Plan

- Our current plan was developed in 2017
- Updates were made in 2018-2019 and 2021-2022 as requested by California Department of Education (CDE)
- The plan is to complete a full revision of the plan and submit for Board of Education approval by the Winter of the 2022-2023 school year

Dr. Susana Ramirez (Director): This information will be provided for everyone where it says our current plan and it's in pink font you can touch or click on it and it will take you so you can see this information. It was the district that wanted these updates because it's been almost 5 years since it was approved and we have to do a complete update to give parents an opportunity to participate.

2021-2022 Timeline

Month	Activity
January	Parent/Stakeholder outreach and communication Informational meeting Establishment of meeting dates and times
February	Initial Identification and Assessment and Reclassification
March	Instructional Program Placement and Description
April	Parent Outreach, Involvement and Advisory Committees
May	Staffing & Professional Development

2022-2023 Timeline

Month	Activity
August	Authorization of Teachers & Staff
September	Funding
October	Accountability & Evaluation of Program
November	Final revisions and submission for Board of Education approval
December	Board of Education review and approval

Dr. Susana Ramirez (Director): If we divide each component by month, if we schedule the meetings we can have it ready for next year, this is very important because what we thought was our reality is not no anymore. It is important to make a change for a new era, to make potential virtual classes. The law, The California Department of Education is pushing us to create a virtual school and independent programs.

Adela Roldan (Wilson Representative): How have the rules changed?

Dr. Susana Ramirez (Director): Last year the state was allowing schools to close and still receive the funds, this year it is more difficult, it is an opportunity for districts to have an opportunity for an independent virtual school , we had to apply to the state to get an approval number for the virtual school and they already gave it to us, but first we went to the board of trustees to get it approved before requesting it. In June we will have a virtual school. It is a long-term independent study program. If for some reason the schools are closed, they are not going to be

closed, I do not want to cause panic, if this happens it would only be for a short time.

With this Dr. Ramirez concluded the presentation, gave thanks and said, we will provide more information and possibly we will review the information on January 24, 2022 from 11:00 am-12:00 pm and in this meeting we will clarify dates and times and we will take into account the opinion for schedules.

Francisca Noyola (Edison Representative): Can a teacher be invited and be present at our DELAC meetings?

Dr. Ramirez answered yes, these meetings are open to all people who want to come, they are open to the public.

Angelina Aranda (PYA Representative): For the meetings, will you be able to provide us with the 2017 plan? Because it seems that the 2017 plan did not work and to compare it and thus not waste time.

Dr. Susana Ramirez (Director): You can see the presentation that I provided today go to “Our Curriculum Plan” there is the plan in English and if you go to the other link there will be the link that will take you to the plan in Spanish, I will fix that link and I will provide you with a copy if you are interested, send an email to Paola today and we will be ready. An example of a change, before we used the MAP to reclassify, now we use the i-Ready. It is best to go over the plan with all of you and go over the accounting, almost 50% of our students are or have been English learners, this is a good topic of conversation on how to engage parents of students of other languages.

Francisca Vargas (President) requested 2 motions to extend the meeting, leaving time open to finish the items to be discussed on the agenda. The first motion was made by Adela Hernandez and seconded by Sandra Arreola. Motion approved.

6.0 New business:

6.1 The district's plan to ensure that teachers and teacher aides who work with English learners meet the relevant professional requirements. Dr. Ramirez commented that unfortunately the Human Resources Department could not be with us today, unfortunately at this time we are in a personnel crisis but we are going to invite them to our next meeting.

6.2 Update on the CABA 2022 Conference. Dr. Ramirez shared the following points about the conference:

- March 30 - April 2 in San Francisco, CA
- The district will pay for registration and other expenses associated with the conference (hotel and food).
- So that they do not miss school, children are not allowed to attend the conference
- It is required to wear a mask during the conference and be fully vaccinated against COVID-19 + the 3rd (“booster”) vaccine (San Francisco requires proof of vaccination for all indoor events)
- More information to come at the February 2 meeting

Dr. Susana Ramirez (Director): They are trying to do a virtual presentation, there are not many registered parents. We want whoever is interested in participating to confirm us by today, you can send your information to Diana or Paola. The window of opportunity will be closed, we will not be able to provide bus transportation, the district will reimburse transportation costs. If you like you can put your information in the chat.

Shirley Garcia (Sergeant at Arms): What is the schedule?

Dr. Susana Ramirez (Director): From 8:00 a.m. to 4 or 5 p.m. The first day is light, we do not have strict rules, it is how you can participate, the traffic is very heavy, 2 or 3 hours and more in the morning, it is not yet confirmed if it will be virtual, they have not told us this, I think more information will arrive in the next week.

Sandra Arreola (Grunsky Representative): For the rooms in the hotel are they shared with someone else?

Dr. Susana Ramirez (Director): We do not share a hotel room unless you are taking a partner.

7.0 Announcements:

Maria de La Luz Villarreal (Parliamentarian) made the announcements at the end of the meeting.

7.1 DELAC is now using the Remind text messaging service. We are already using this service, it is very safe, you can download its application on the phone.

7.2 Next meeting 2/2/2022; 9:00-10:30 a.m. Information about the CABE 2022 conference.

Other announcements:

- Delivery of agendas and bags in drive-through mode, do not get out of the car, Ms. Diana will be delivering to each of the representatives and alternates of each school, it will be this Friday, January 14, 2022 from 9:00 am to 12:00 p.m. Martha Hernandez (Representative of Health Careers): In case of not being able to attend, will there be another date? Francisca Vargas answered, for now there is only this date, later we will be able to see other dates.
- A survey will be sent to you shortly so that you can express the needs of your school and later present your answers to the Superintendent.
- Next Latino PAC meeting 1/20/2022 from 9:30 -11:00 am. The Family Resource Center invites you if you like to go to receive pantry items and also invites you if you like to participate in the Latin literature classes, it is planning to start these classes by the end of this month of January, it will be on Tuesdays from 4:00 to 6:30 pm and this class will be with second language components. 1661 Pacific Avenue next to the adult school. Join this meeting because Mr. Hugo Hernandez presenter will give us information about the workshops he teaches.

Ms. Francisca Vargas reported that Mr. Ramirez (Superintendent) called to apologize for not being able to attend this meeting because he had to attend a funeral service for a family member but that he will attend our next meeting.

8.0 Adjournment: President Francisca Vargas thanked everyone present for attending the meeting and asked for 2 motions to close the meeting at 10:58 am. The first motion was made by Rosa Arana and seconded by Adela Hernandez. Motion approved.

These minutes were written by Lucila Mendoza and Paola Juarez.