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**MEETING OF THE ADVISORY COMMITTEE OF  
PARENTS OF DISTRICT ENGLISH LEARNERS  
(DELAC)**

**September 13, 2024 9:30 A.M.- 11:30 A.M.**

**MINUTES**

**1.0 Welcome:** The meeting began at 9:35am, DELAC President Francisca Vargas welcomed the first DELAC meeting of the 2024-25 school year, two motions were requested to begin the meeting and the first motion was made by Melva Mansilla and the second motion was made by Sandra Arreola.

**1.1 Meeting Norms:** The meeting rules were read by Mrs. Dulce Lopez, Sergeant-at-Arms.

**2.0 Roll Call:** The list was taken by Vice President Maria de la Luz Villarreal and the following people were present in person and via zoom:

1. **August:** Leticia Albor, Rep.
2. **Cesar Chavez:** Leticia Albor, Rep.
3. **Cleveland:** Rosa Arana, Rep. Martha Monroy, Alt.
4. **Commodore:** Laura A. Padilla, Rep.
5. **Edison:** Francisca Noyola Mejía, Rep.
6. **Franklin:** Angeles Cortes, Rep. Melva Mansilla, Alt. María De la Luz Villarreal, (Vice President)
7. **Grunsky:** María Sandra Arreola, Rep.
8. **Hamilton:** Ana Zuniga, Rep.
9. **Henry:** Dulce López, Rep. (Sergeant at Arms).
10. **Hong Kingston:** Erika Gragg, Rep.
11. **Kennedy:** Karen Gracia, Alt.
12. **King:** Lorena Patino Martínez, Rep.
13. **Madison:** Laura Martinez, Rep., Maribel Sanchez Chijate, Alt
14. **Marshall:** Monica Ruvalcaba, Rep.
15. **McKinley:** Veronica Merino, Rep. Francisca Vargas, (chair).
16. **Nightingale:** Sandra Martínez, Alt.

17. **PYA:** Angeles Cortes, Rep. Lorena Duran, Alt.
18. **Roosevelt:** Juana Lopez, Alt. Catalina Ramos, Rep (parliamentarian)
19. **San Joaquín:** Liliana Torres Guzmán, Rep. Gladys Lopez, Alt.
20. **Victory:** Raquel López, Alt.
21. **Washington:** Maria Negrete, Rep. Karina Ocotlan, Alt.
22. **Weber:** Eugenia Hernandez, Rep.
23. **Wilson:** Bertha Prado, Rep.

At this meeting, 24 representatives and/or alternates were present and 21 schools were represented. District staff present, Paola Juarez (LDO Parent Liaison), Olivia Fernandez (LDO Administrative Assistant). Dr. Israel Gonzalez, Director of the Office of Language Development, Maria Lazaro, Erika Bracamontes, Karie Nelson, Mayra Roman, Jennifer Rosas, and Lizbeth Ruiz LDO Instructional Specialists. The Superintendent of the schools, Dr. Michelle Rodriguez, Norma Mercado Serafin and Sandra Gomez (LDO Interpreters).

**3.0 Oral suggestions and comments on the agenda items:** Paola Juárez, Parent Liaison, there were no comments.

**4.0 Changes to the Agenda:** A motion was requested to make the following changes  
-2.0 Change of name from Camelia Bernal to María de la Luz Villarreal for the roll call.  
-8.3 Change of name of María Lázaro to LDO Instructional Specialists.

The first motion was made by Francisca Noyola and the second by Catalina Ramos.

**5.0 District Guest Report:** Superintendent Dr. Michelle Rodriguez informed parents that she will be attending all DELAC meetings in order to stay informed on school updates. She shared the start of LCAP meetings in which childcare, translation and all the information about LCAP in Spanish will be provided. She also shared about the movie night that will take place on September 28th and at 8:45pm they will have fireworks. She would like to be given 10 minutes for the next meeting.

**6.0 Reading and approval of Minutes:** They were given 3 minutes to review the minutes and be able to make changes and approval. Changes were made and approved. The first motion was made by Ana Zuniga and the second motion was made by Leticia Albor.

**7.0 Old Business:** Dr. Gonzalez with answers to questions from the previous meeting.

**7.1 Answers to the questions from previous meetings:** Questions for the month of May and these are answers in reference to English learners.

- How many students were reclassified last year? 1002 students were reclassified
- What is the plan for working with English learners?
- Credits to graduate, next year will be 230
- 9th grade students will need 2 years of foreign language
- Students who are in grade 8 will need 3 years of math
- 7th grade students will need 3 years of science and math.

**7.2 Update on the EL Needs Survey:** There will be a meeting on October 4th in the district for the review of needs survey data.

## **8.0 New Business**

**8.1 DELAC Newsletter Subcommittee:** Ms. Catalina Ramos, Parliamentarian, expressed her gratitude for allowing her to be here for a long time. The committee shared a letter addressed to Paola in gratitude.

**8.2 DELAC Bylaws Review Subcommittee:** Dr. Gonzalez, I encourage parents to participate in this subcommittee for the update of the DELAC Board Bylaws.

**8.3 Presentation on written notifications required to be sent to parents and guardians of English learners.**

This presentation was made by the full team of instructional specialists with activities and parent involvement, based on the notification letters about English learners, and how to use that information. For more information on this presentation, refer to the packages of copies of the presentation that were distributed.

Motion to extend the meeting by 10 minutes. First motion was made by Sandra Arreola and second motion was made by Rosa Arana.

**9.0 Announcements:** María de la Luz Villarreal, DELAC vice president, made the following announcements.

9.1 Complete the short survey about this meeting.

9.2 Dates for Department Events.

9.3 CABA 2025 Update.

9.4 Join the DELAC group on Remind.

**10.0 Suggestions and oral comments from the community regarding items not included in the agenda:**

Community members made announcements of interest to all.

**10.1 Answers to questions from this meeting:** Francisca Vargas, president of DELAC, asked to write and submit comments about this meeting.

**11.0 Adjournment:** The meeting was concluded at 11:51 am, motions were made to close the meeting and the first motion was made by Francisca Noyola and the second motion was made by Rosa Arana. Motion passed.

*This Minutes were written by María de la Luz Villarreal, DELAC vice president and Norma Mercado Serafin, Interpreter of LDO.*