



***District English Learner  
Advisory Committee  
(DELAC)***

**DELAC Officials**  
Francisca Vargas, President  
Angelina Aranda, Vice President  
Lucila Mendoza, Secretary  
Lucia Vega, Sergeant of Arms  
Adriana Cardona, Parliamentary

**Interim Superintendent**  
John Ramirez, Jr.

**Director**  
Dr. Susana Ramirez

**DISTRICT ENGLISH LEARNER ADVISORY COMMITTEE  
(DELAC)  
May 5, 2021  
9:00 A.M.- 11:30 A.M.  
VIRTUAL ZOOM MEETING  
MINUTES**

***Notice before starting the meeting:*** Paola Juarez (parent liaison) commented that she would share the screen to start recording as in the other meetings. She said to those present, thank you for accompanying us to our last DELAC meeting, the recording will only be for the district's record, all these records will be in the office for those who like to come and see them, make an appointment, if someone does not want to be recorded, turn off his camera, no one here has permission to record. (This information was shared in Spanish and English).

**1.0 Welcome:** Ms. Francisca Vargas (president) said, good morning, everyone is welcome, we appreciate your participation in the DELAC meetings. It's 9:07 a.m. we need 2 motions to start the meeting. Marlen Sevilla made the first motion and Rosa Arana seconded it.

**2.0 Roll call:** Made by Lucila Mendoza (secretary) and the following schools were represented:

1. **August:** Leticia Albor (alt.)
2. **Cesar Chavez:** Leticia Albor (rep.)
3. **Cleveland:** Sabina Perez Rincon (rep.), Rosa Arana (alt.)
4. **Commodore:** Janette Flores Jimenez (rep.)
5. **Edison:** Francisca Vargas (rep.) (President)
6. **Elmwood:** Maria de La Luz Villareal
7. **Fillmore:** Eleuteria Peralta Sampayo
8. **Franklin:** Laura Martinez Guadarrama (rep.)
9. **Hazelton:** Graciela Lomeli (alt.)
10. **Health Career:** Adriana Cardona (rep.) (Parliamentarian), Martha Hernandez (alt.)
11. **King:** Guadalupe Sanchez (rep.)
12. **Madison:** Jeimy Chijate (rep.)
13. **Mata:** Eugenia Hernandez (rep.)

- 14. **McKinley:** Beatriz Lopez (rep.), Veronica Merino (alt.)
- 15. **Monroe:** Marlen Sevilla (alt.)
- 16. **Peyton:** Felicitas Parada (rep.)
- 17. **Pittman:** Gladys Mendoza (rep.), Adriana Cardona (alt.) (Parliamentarian)
- 18. **PYA:** Angelina Aranda (rep.) (Vice President)
- 19. **Roosevelt:** Catalina Ramos (rep.)
- 20. **San Joaquin:** Mayra Padilla (rep.), Angelica Villareal Carillo (alt.)
- 21. **SECA:** Mayela Villalpando
- 22. **Spanos:** Alejandra Abarca Callejas (rep.)
- 23. **Taft:** Blanca Balderas (rep.), Lucia Vega (Sergeant at Arms)
- 24. **Taylor:** Bellaneth Guzman (alt.)
- 25. **Weber:** Lucila Mendoza (rep.) (Secretary), Adela Castro (alt.)

In this virtual meeting 25 schools were represented and 30 official members were present, also district personnel, Carmen López Lozano and Alisia Lopez, Interpreters, Paola Juarez, Parent Liaison, Olivia Fernandez, Administrative Assistant and Dr. Susana Ramirez, Director of the Office of Language Development. The following members of the school district were also in attendance: Dr. Connor Sloan, LCAP Director, Janet Yarbrough, Director of Educational Services, Student Support Services and some guests.

**3.0 Changes to the agenda:** None.

**4.0 Read and approval of minutes:** There were no corrections. Ms. Maria de La Luz Villareal congratulated the secretary and said it is clear that she took great care to write the minutes, thank you very much, they are very well written. To which Ms. Mendoza replied, thank you very much for your appreciation it was teamwork. Ana Zuniga made the first motion and Janette Flores seconded it to approve the minutes of March 10, 2021. Motion approved.

**5.0 Old business:**

**5.1 Update on the subcommittees.** Dr. Susana Ramírez (director) in summary: we continue to meet with the subcommittees, we have 3 subcommittees and I wanted to explain that the bylaws allow us to have the subcommittees and allow us to do everything more detailed to do the job.

#1. Survey: Paola put the results of the survey on the screen and said that this will be part of the presentation to the board of directors on May 25th.

#2. Complete the bylaws: Make changes to include in 21 and 22 and see that the bylaws had the proper language, on May 18 from 10: 30-11: 30 a.m. we look

forward to completing, translating and presenting them at the first meeting, thank you for all your support.

#3. Develop the presentation: On May 25 we will make the presentation to the board (board of directors) we have had the opportunity to have meetings with the superintendent, but at this meeting we will be able to make suggestions, it will begin at 5:00 p.m. and then they go to closed session and it reopens at 6:00 p.m. and we invite you all to connect. Annually DELAC must make a presentation as required by Federal and State law.

Ms. Vargas (president) thanked everyone for their help and support in sharing their suggestions and opinions because this is our voice. Dr. Ramirez said, I appreciate everyone who has participated in the subcommittees, the board meetings are at 5:00 p.m. I'm going to be honest, I don't know exactly what time it's going to be our turn because they take time and usually end at 8:00 p.m.

**5.2 Review and comment on the written notifications required to be sent to parents and guardians.** Dr. Ramirez said, my presentation will cover the Initial Notification letters, we do not have the ability to change the formats, it is very important to explain why these letters are sent, the director of the research department sends the letters.

1st Initial: It is sent when your student identifies as EL and is when they are in kindergarten, here in California you have to take care from Kindergarten onwards, it is like starting the clock. Remember that when kindergarten begins a survey is filled out. What language do they speak at home? And if 3 of the 5 questions is a language other than English, the department does an investigation and they are given the ELPAC exam from K to 12, no matter how I look, the survey is done and sent to the department to be make sure that the student is going to take the test and make sure if they are going to be an English learner, the parent must also fill out the survey about what is happening at home and we must guide them and if they do not speak Spanish the letter is not sent, this letter is sent only once per student, basically it will have: name, age, etc. and it will also give you information that your student has assignment programs and their levels.

Request a language acquisition program, the parent has the option of requesting it at the school if there are 30 students, the district must provide it to the school, the district has no obligation for transportation. If the school doesn't have it, look where they have it. Ms. Eugenia asked, if my son is in the eighth grade does he have the option to enter? and Dr. Ramirez replied that the program says

that they are more successful from K. But you can take them to a school, as long as these schools have space to admit them, if there is a student who does not speak Spanish, a student would be more successful if they already bilingual, if the student is already bilingual, he will be successful, even if he enters grade 8, there is a path in high school when he takes another language and the district has Spanish and that is where he is given the seal of “State Seal of Biliteracy”.

It is not necessary that it be in a bilingual school, but it is important to receive the seal and the district has 3 bilingual schools and how district we should see how to have more opportunities, bilingual programs are highly sought after by influential families, they recognize that these students excel better when they are looking for work.

2nd Annual Letter: This must be sent annually to report until reclassification. This letter is to see what level the student is at, you have the right to meet with the director, to see and talk about you and your child, in high school it is the literature teacher and includes the counselor to give guidance on college and career. You have to put students to read because that helps them to write.

## **6.0 New business:**

**6.1 Review and comment on the development or annual update of the Local Control and Accountability Plan LCAP).** If there are questions, they will be until the end of the presentation please. Dr. Connor Sloan introduced himself and said happy May 5th. The mission of our district is to graduate every student.

There are 3 main components: LCFF

1. LCFF funds for that there are grants or funds, supplemental grant to give resources to students, the other fund is called concentration and low income fund.
2. Performance and Control Plan, the following finds ways to use goals to help students.
3. Component, accountability, California school board to see if students are making progress.

There are 8 priorities that the LCAP addresses. The first 3 priorities, integration or student outcomes and conditions for learning, student outcomes, and involving

teachers and students. Here he talks about the contribution of the state priorities, the focus is on that students have access to support materials, suggestions are taken to be able to develop this plan, this LCAP plan is developed for 3 years 2021-2024 and showed the percentages on the screen.

**Goal # 1:** Focuses on student progress. English language arts and math help, tracking for students to have GPA average grade. And this one also focuses on the increase of the English language and also on the students studying and finishing.

**Goal # 2:** Focuses on the learning environment of the students. Here the focus is on giving support to teachers, providing safe schools, avoiding exposing them.

**Goal # 3:** Collaboration. That there are opportunities for parents to get involved, include the social emotional needs of students, decrease absences and suspensions and increase student participation

Goal # 1 student progress: increase student progress, there are several columns on this slide.

1<sup>st</sup> State funds

2<sup>nd</sup> Concentration and supplemental

3<sup>rd</sup> Basic Funds

It focuses on all students having their laptops and internet devices and also the other focuses on giving support to students in their language and in assigned tasks and that students have bilingual assistance and also in support of students, teachers and teacher-student conferences, it focuses on giving professional support to teachers, student intervention and recovery, this focuses on teachers having their coaches, create those after-school programs, you are given the opportunity that the school site can meet and give suggestions, these conversations are between the school committee and the district level, it focuses on preparing students so that they can attend a college and with their needs, in exploring a career according to the needs of students, keep students in the right direction to go to college. And that students with special needs have the opportunities to be successful and increase

their possibilities. In the library, library staff and to be trained and resources to access books online.

Goal # 2 focuses on healthy, safe and social environments, on equity, basic conditions, state standard materials, on technology, that teachers have technological support and also students, that our teachers and staff have support , and that there is a good behavioral environment for technology, that students have their laptops at home and also access to technology, focuses on basic support to all members of academic staff, that there are those people who are parent liaisons , community assistants, foster homes, high school level assistance, mental health clinic social services, mental health clinic schools, teacher workshops, ethnic studies program support, make sure there are counselors, one or two.

Goal # 3 to establish meaningful alliances with families and parents, that there are also workshops for parents and resources for family participation, it is covered that it creates communication between school and parents, that there is support for parents (interpretation) and that students have the opportunity to participate in leadership and that there are athletic programs, that there is support in visual arts, music classes and more resources for art classes such as mariachi, that there is that support of services from the center to enroll students and help them keep moving forward, Native American center services that are the standards that they have, also the LCAP plan ensures that there is increased academic and attendance, Dr. Connor Sloan thanked the parents for participating in the presentation and asked if there is any kind of comment or question from this presentation? He commented that the link is in the chat in case you like to make a comment or question and that the link is in Spanish and English. There were no questions.

**6.2 Consolidated Application Review.** Presenter Janet Yarbrough (Educational Services Director). Dr. Ramirez welcomed her and introduced her to the DELAC parent representatives from this meeting and gave a short introduction on what she would be talking about in her presentation. Title 1, 2, 3, 4.

Director Janet Yarbrough said, you know me, I come every year to talk about the consolidated application for federal program funding. What is the consolidated

application(loans)? It is a system that is used by the California department to distribute funds from various federal programs to county offices, school districts and charter schools, and charter schools throughout California.

The rights of the program are determined by the formulas contained in the laws that created the programs. From each federal program entitlement, LEAs allocate funds for direct administration and indirect support costs for programs expected by the LEA and allocate funds to schools for programs operated on school sites. The application is submitted online through a Consolidated Application and Reporting System (CARS).

In short, it is the application that is done online, there are 2 reports, in summer and winter also with these federal guidelines it allows giving support to private schools and they also supervise how much money they will give to private schools, and she gave an estimate of how they add up title 1, 2, 3.

How is Title 1 distributed? The school district distributes according to the needs of the students, for example, free or discounted lunch, from Title 1, 1% is for parents of everything received, Title 1 is also distributed to homeless children, private schools.

Expense plan:

- Direct student services are supplemental services that are typically offered in schools and where students are the direct recipients or beneficiaries of services. These services are funded by school allocations and must be aligned with the school's goals established in the School Plan for Student Achievement (SPSA) and approved by the School Site Council (SSC). Direct services to students also include centralized services that are administered at the district level to ensure consistency of implementation across the district. What is the purpose of Title IA ? : Improvement of core programs. Title 1-Central Services for 2021-2022
- District-wide parental involvement activities
- Advancement Via Individual Determination (AVID)
- Illuminate on i-Ready (Assessment and Reporting of School Performance)
- Preschool
- Professional development

- STEM activities

At this time the presenter gave the opportunity for them to make recommendations in the chat.

Title II. Part A: Support for competent instruction. Title II Central Services for 2021-2022

- Provide professional development (PD) and new teacher certification opportunities to ensure teachers are well prepared to lead effective teaching and learning practices.
- Professional learning on digital learning, long distance learning, assessments (formative / summative), academic content / standards, CORE subjects, and instructional strategies that are aligned with best practices.
- Provide ongoing training and support for the implementation of the plan of study for English language arts, math, and science.
- Professional learning support for the subjects of history / social studies, science, STEM, physical education, English language development (integrated), technology integration, and special education.

Title III. Part A: Program for English Learners. We have spoken with Dr. Ramirez about this program for students. Title III Central Services for 2021-2022 include:

- EL coaches and EL specialists
- Parent liaison
- Rosetta Stone-English Language Acquisition software for EL STUDENTS (K-12)
- Parent Institute for Quality Education (PIQE)
- Professional Learning
- English Language Acquisition Hour (ELAH)
- EL Summer Program
- Parent Engagement Services
- Translation Services
- College and Career Readiness

Title IV. Part A: Support, student and academic enrichment. Title IV Centralized Services for 2021-2022:

- College preparation
- After-school STEM hands-on activities
- Laptop

Here I conclude the presentation and it is a part of what Dr. Connor presented.

**6.3 District wide needs assessment on a school-by-school basis.** Results- Francisca Vargas, Dra. Ramirez. Suggestions for presentation to the board of directors will be taken from here, right now it is a preliminary result because there were surveys that were sent late but were added later. Dr. Ramirez said, your voice is important and we value it, we want to be transparent, but then we will add them to the results when presenting it to the table, all the answers will already be included. She thanked Paola for such a good job and asked her to give a report. Paola took the word, showed the photos and said, it may be that these numbers of the photos may change. She explained that the numbers may change because the data was as of April 28.

Schools with the most participation	McKinley, Henry, Harrison, San Joaquin
Who completed the survey?	88% moms, 8% dads, 3% other tutor, 1% grandmothers
Internet surveys	467
Paper surveys	20-60
Participation	43 of 50 schools participated

She told those present, you can find it on the district page for the language department office and showed how to navigate the page to find the final results.

**6.4 Review of the DELAC advise presentation to the school board.** Francisca Vargas, May 25 DELAC will make a presentation to the board with all the committee members, our director and Paola. Subcommittees May 10 from 11:30 am to 12:30 pm. It was shown on the screen about what will be presented, 4 points (Paola)

1. Purpose of DELAC

2. Data: DELAC and EL's
3. DELAC Recommendations
4. DELAC Achievements

I'm going to send you a link for the subcommittees and a link for the board meeting.

**6.5 Parent appreciation & recognition.** Francisca Vargas, Dra. Susana Ramirez. Dr. Ramirez thanked and mentioned how difficult it was this year, we know that time is money, we already have the certificates and we are planning how to get them to you, by mail or in person and passed the word to Paola because she is wonderful, Paola was thankful and she said, it was nice to meet you all. Ms. Francisca Vargas mentioned that there were other acknowledgments of appreciation and introduced Ms. Leticia Albor to present them. Mrs. Leticia Albor gave a few words of gratitude to Dr. Ramirez and Paola and mentioned that the acknowledgments of appreciation were for them, they were given a plaque and a bouquet of flowers to each of them.

Dr. Ramirez and Paola appreciated the great detail they received from the DELAC officials, including Ms. Leticia Albor, then we went on to the raffles and Paola showed the prizes and the raffle rules on the screen. Two motions were made to extend the meeting, Ms. Naida Quintero made the first motion and Mrs. Veronica Merino seconded it. The roulette wheel was played and the raffle began.

**Raffle Rules:**

- **The raffle will be for representatives who attended a meeting in this 2020-2021 school year (prior to the May 5 meeting)**
- **They must have been DELAC representatives (at some point) in this 2020-2021 school year**
- **Winners must collect their prize before May 28, 2021**
- **We ask that you sign and have a photo taken with your prize upon collection**
- **Prizes not collected by May 28 will be saved for a raffle for the following school year**

**Winners list:**

1. Backpack-Sabina Perez Rincon

2. Tablet-Tami Montoya
3. Card \$ 25- Yana Victoria
4. Backpack-Ana Zuniga
5. Backpack-Veronica Merino
6. Backpack-Laura Ortiz
7. Tablet-Irma Gonzalez
8. Card \$ 25-Angelina Aranda
9. Backpack-Lorena Orosco
10. Backpack-Ana Andrade
11. Backpack-Eleuteria Peralta
12. Card \$ 25-Lucila Mendoza
13. Backpack-Nancy Manriquez
14. Backpack-Mayela Villalpando
15. Backpack- Angelica Villareal
16. Tablet- Mayra Padilla
17. Card \$ 25- Naida Quintero Herrera
18. Card \$ 25- Adela Roldan

**7.0 Announcements:** Angelina Aranda, on May 25 we will have the presentation to the board, I invite you to connect to listen, it may possibly be boring, but it is how you learn, she spoke about the calendar list for our meetings next year.

As a form of thank you, a thank you meal was approved by the committee via drive thru, and the best award is that there will be translation at board meetings.

**8.0 Adjournment:** Francisca Vargas thanked those present for attending the meeting and asked for 2 motions to close the meeting at 11:48 am. Adriana Cardona made the first motion and Naida Quintero seconded it. Motion approved.

These minutes were written by Lucila Mendoza and Paola Juarez.