



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

**Meeting Location: Virtual Meeting**

**Date: May 19, 2020**

**Time: 6:30-7:30 PM**

**Minutes**

- I. The meeting was called to order at 6:30pm  
Attendees: Kim Bagby, Lilly Miranda, Yunhi Chung (Pacific), Trini Flores (Empire), Elvira Castaneda (River), Delegate (Citrus)

- II. Purpose of District English Learners Advisory Committee (DELAC)

*To advise on:*

	1.	Development or revision of a district master plan of education programs and services for English learners.
	2.	Conducting a district-wide needs assessment on a school-by-school basis.
	3.	Establishment of district programs, goals, and objectives for programs and services for English learners (e.g., parental exception waivers, funding, LCAP).
	4.	Development of a plan to ensure compliance with any applicable teacher and instructional aide requirements.
	5.	Administration of the annual language census (e.g., procedures and forms).
	6.	Review and comment on the district's reclassification procedures.
<b>x</b>	7.	Review and comment on the written notifications required to be sent to parents and guardians.
	8.	Review EL data and LCAP Actions and Services

- III. No Reports were given

- IV. New Business

- Review ELPAC score student reports – These were available via the parent portal in Oasis. Recommendation to send ELPAC scores and English Language Development information in English and Spanish when new students enroll, since some parents did not receive scores from their prior school.
- Review Initial ELPAC letter – Recommendation to include information in English and Spanish on why some students who only speak English are designated as English Learners.
- Review Summative ELPAC letter – Recommendation to add information in English and Spanish regarding how close students are to reclassification, as well as what students need to do to increase their ELPAC score. This will increase student motivation for doing their ELD coursework, and give parents information on how they can help their child reclassify.

- V. Public Comment

Question regarding how students who only speak English are designated as English Learners asked and answered.

- VI. Questions, Comments, Recommendations, Sharing Best Practices at Sites

Our Citrus delegate commented on the stellar job Santa Ana Student Center does of communicating student academic and behavioral growth/concerns in both English and Spanish. This empowers parents to partner in helping children grow.

VII. Parent Education/Resources and Announcements  
The DELAC/ Meeting Calendar for the year was shared

VIII. Closing  
Meeting adjourned at 7:15pm

**Next Meeting:  
May 20, 2020  
6:30 P.M.  
Zoom Meeting**