

El Monte Union High School District
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Instructional Support Office
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District English Learner Advisory Committee (DELAC)

May 23, 2019 Meeting

5:30 – 8:00 p.m.

AGENDA

1. Sign-in and Welcome
Meeting called to order at _____ by _____.
2. Approval of the agenda
3. Reading and approval of the minutes for March 28, 2019

Compliance Items

4. Consolidated Application – Title III Funding **[I-EL 5.3]**
5. Review and comment on development of the Local Control and Accountability Plan (LCAP). **[I-EL 5.1(g)]**
6. Review and comment on the written notifications to parents and guardians. **[I-EL 5.1(f)]**
 - Notification of official ELPAC scores

Additional Items

7. Approval of Revision of DELAC Bylaws Articles 1 to 7
8. Presentation of Certificates
9. Announcements
 - Graduation: June 6, 2019
 - Next DELAC meeting: November 2019
10. Meeting Evaluation and Adjournment
Meeting adjourned at _____ p.m.

To add agenda items for the next meeting, please call the Instructional Support office at (626) 444-9005, ext. 9916.

**District English Learner Advisory Committee
LEGAL REQUIREMENTS**

<i>Date Completed</i>	LEGAL REQUIREMENTS
12/13/2018	1. Each local education agency (LEA) with more than 50 English learners (ELs) must have a functioning DELAC or a subcommittee of an existing district committee in which at least 51 percent of the members are parents of ELs and not employed by the district. [I-EL 5.0]
	2. The DELAC shall advise the school district governing board on all of the following tasks:
12/13/2018 03/28/2019	a) Development of a district master plan including policies guiding consistent implementation of EL educational programs and services that takes into consideration the SPSA. [I-EL 5.1(a)]
	b) Conducting of a district-wide needs assessment on a school-by-school basis. [I-EL 5.1(b)]
01/24/2019	1. Review the state content assessment results (SBAC).
01/24/2019	2. Review the English Learner Progress and Proficiency data.
	3. Review school parent needs assessment survey results.
02/28/2019	4. Review data on graduation and A-G completion for English learners.
	5. Review of the annual language census data.
	c) Establishment of district program, goals, and objectives for programs and services for ELs. [I-EL 5.1(c)]
03/28/2019	1. Review the district's process to identify, assess, place, and monitor English learners.
03/28/2019	2. Review the components of the Structured English Immersion (SEI) and Mainstream English Instruction programs, and other services.
05/23/2019	d) Development of a plan to ensure compliance with any applicable teacher and instructional aide requirements. [I-EL 5.1(d)]
03/28/2019	e) Review and comment on the LEA's reclassification procedures. [I-EL 5.1(e)]
	f) Review and comment on the written notifications required to be sent to parents and guardians. [I-EL 5.1(f)]
No revisions	1. Annual and initial notification to parents of English learners
05/23/2019	2. Notification of official ELPAC results
No revisions	3. Notification of reclassification
02/28/2019 03/28/2019 05/23/2019	g) Review and comment on development of the Local Control and Accountability Plan (LCAP). [I-EL 5.1(g)]
12/13/2018 01/24/2019 02/28/2019 03/28/2019	3. Each LEA must provide appropriate training materials and training, planned in full consultation with committee members, to assist members in carrying out their legal advisory responsibilities. [I-EL 5.2]
05/23/2019	4. The consolidated application must also include certifications by appropriate district advisory committees that the application was developed with review and advice of those committees. [I-EL 5.3]
	ADDITIONAL ITEMS
12/13/2018	5. Review the Uniform Complaint Procedure (UCP), the <i>Williams</i> Complaint Procedure, and the UCP notification procedure. [II-UCP2]
12/13/2018 01/24/2019 02/28/2019 03/28/2019	6. Review the district Parent Involvement policy. [I-CE2.2(c)]
12/13/2018 02/28/2019 03/28/2019 05/23/2019	7. Review and revise DELAC bylaws.
12/13/2018 01/24/2019	8. Elect DELAC Officers.