

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

May 4, 2017 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 February 23, 2017

Compliance Items

4. District-wide needs assessment on a school-by-school basis. **[I-EL 5.1(b)]**
CAASPP ELA/Literacy test results for English Learners
5. District-wide program and services for English Learners. **[I-EL 5.1(c)]**
Structured English Immersion (SEI) and English Language Mainstream (ELM) programs
6. Parent Involvement Policy **[I-CE2.2(c)]** - Review and Comment

Additional Items

7. ELAC Reports
8. Announcements
 - a. Next DELAC meeting: May 25, 2017 at 5:30 p.m., at the District Office Board Room
Suggested Items: • _____
• _____
• _____
9. 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
12/15/2016	1. A LEA with more than 50 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:
01/19/2017 02/23/2017	a) Development of a district master plan for educational programs and services for ELs that takes into consideration the Single Plan for Student Achievement (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)]
-----	1. Review the Adequate Yearly Progress (AYP) Report, Academic Performance Index (API) Data, and program improvement status.
05/04/2017	2. Review the state content assessment results (SBAC).
12/15/2016 02/23/2017	3. Review the English Learner Progress and Proficiency report and CELDT results.
01/19/2017	4. Review school parent needs assessment survey results.
	5. Review data on graduation and A-G completion for English learners.
	6. 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)]
12/15/2016	1. Review the district's process to identify, assess and place English learners.
05/04/2017	2. Review the components of the Structured English Immersion (SEI) and English Language Mainstream (ELM) programs.
	d) Development of a plan to ensure compliance with any applicable teacher and instructional aide requirements. [I-EL 5.1(d)]
01/19/2017	e) Review and comment on the LEA's (district'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)]
01/19/2017	1. Annual and initial notification to parents of English learners
01/19/2017	2. Notification of official CELDT results
01/19/2017	3. Notification of reclassification
12/15/2016	3. The LEA shall 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]
	4. The consolidated application shall also include certifications by appropriate district advisory committees that the application was developed with review and advice of those committees. [I-EL 5.3]
<i>Date Completed</i>	ADDITIONAL ITEMS
12/15/2016	5. Review the Uniform Complaint Procedure (UCP), the <i>Williams</i> Complaint Procedure, and the UCP notification procedure. [II-UCP2]
02/23/2017 05/04/2017	6. Review the district Parent Involvement policy. [I-CE2.2(c)]
	7. Review and revise DELAC bylaws.
12/15/2016	8. Elect DELAC Officers.