

El Monte Union High School District Categorical Programs
District English Learner Advisory Committee (DELAC)
May 28, 2020
Minutes

DELAC Members present:

Lucia Castro – DELAC Representative (EMHS)
Maria Leon – DELAC Representative (EMHS)
Jose Velasquez – DELAC Representative (EMHS)
Veronica Martinez – DELAC Representative (MVHS)
Rossana Alvidrez – Coordinator, EL Program (district)

Elodia Mendoza – DELAC Representative (RHS)
Gisela Molina – DELAC Representative (SEMHS)
Erica Mondragon – DELAC Representative (SEMHS)
Eva Valle – DELAC Representative (SEMHS)

DELAC Members absent:

Rosa Montoya – DELAC Representative (AHS)
Elvira Sanford – DELAC Representative (AHS)
Noelia Alvarado – DELAC Representative (MVHS)

Numila Brass – DELAC Representative (FRLHS)
Xia Ling Cao – DELAC Representative (RHS)
Nancy Quintanilla – DELAC Representative (RHS)

Guests Present:

1. Sign-in and Welcome

Mrs. **Erica Mondragon (SEMHS)**, DELAC president, called the virtual meeting to order at 5:07 p.m. with eight (7) members present. Two additional members joined the Google meet at a later time.

2. Approval of the Agenda

Mrs. **Erica Mondragon (SEMHS)**, DELAC president, asked the members to review the agenda, and the members had the opportunity to recommend revisions.

Motion: Mrs. **Elodia Mendoza (RHS)** moved to approve the agenda.

Second: Mrs. **Maria Leon (EMHS)** seconded the motion.

Vote: 7 in favor, 0 against, 0 abstentions (7 members present)

3. Approval of the Minutes

Mrs. **Erica Mondragon (SEMHS)**, DELAC president, asked the members to review the minutes from the January 23, 2020 meeting.

Motion: Mrs. **Maria Leon (EMHS)** moved to approve of the minutes of January 23, 2020.

Second: Mr. **Jose Velasquez (EMHS)** seconded the motion.

Vote: 7 in favor, 0 against, 0 abstentions (7 members present)

Mrs. **Erica Mondragon (SEMHS)**, DELAC president, asked the members to review the minutes from the February 27, 2020 meeting.

Motion: Mr. **Jose Velasquez (EMHS)** moved to approve of the minutes of February 27, 2020.

Second: Mrs. **Maria Leon (EMHS)** seconded the motion.

Vote: 7 in favor, 0 against, 0 abstentions (7 members present)

4. Compliance Item: COVID-19 Operations Written Report

Ms. Alvidrez reviewed the sections of the COVID-19 Operations Written Report template. The template was provided in English and Spanish. A bulleted summary of the draft responses for each section was provided on slides in the PPT presentation shared during the Google Meet. The final written report will be mailed to the members after the EMUSHD Board approves the final report. The DELAC members had the opportunity to ask questions for each section on the written report.

5. Compliance Item: Consolidated Application [I-EL 2.3]

Ms. Alvidrez informed the DELAC members that the CDE had not yet released the Consolidated Application for Funding to school districts, so she asked that this item be postponed. A copy of the 2019-2020 Application for Funding was shared with the members as a sample of the information they will be reviewing for the 2020-2021 Application for Funding. Ms. Alvidrez informed the members that a future meeting will be scheduled as soon as the Consolidated Application is released, so that it can be reviewed with the DELAC prior to its submission to the CDE.

6. Compliance Item: Teacher and Instructional Aide Requirements

Ms. Alvidrez reviewed the credentialing requirements for secondary teachers and the district's requirements for classified instructional aides. The district also provides ongoing professional development to ensure instructional staff are able to address the needs of English learners in their classrooms.

7. Compliance Item: Reclassification Procedure

Ms. Alvidrez reviewed the reclassification procedure and the reclassification recommendation parent notification letter. Ms. Alvidrez explained that the CDE will be providing guidance at a future date for the reclassification of students in the 2020-2021 school year that takes into consideration the suspension of the CAASPP and the ELPAC. There were no questions or recommendations for revisions to the parent notification.

8. Compliance Item: Written Notifications to Parents

Ms. Alvidrez reviewed the four parent notification letters that are required to be sent to English Learner parents. The parents were provided with a chart that lists these four notifications and includes a description of each notification along with the notification timeline. There were no questions or recommendations for revisions.

9. ELAC Reports

Mrs. **Erica Mondragon (SEMHS)**, DELAC president, asked the members if there were any site ELAC reports, but there were no reports because there were no site ELAC meetings held after the school dismissal on March 16th.

10. Presentation of Certificates of Participation

Ms. Alvidrez "presented" the Certificates of Participation to each of the DELAC members. The certificates were mailed to each member along with the meeting agenda and packet of materials.

11. Announcements

Mr. **Jose Velasquez (EMHS)**, DELAC vice-president, shared the following information:

- the 2020 summer school program will be conducted via Distance Learning and will be held from June 29 through July 10th for continuing students and from July 27th through August 7th for incoming 9th graders
- the registration for classes for the 2020-2021 school year may be conducted as an online process and additional information will be provided all district students and parents at a later date
- the 2020-2021 school year will begin on Tuesday, August 18th
- the first 2020-2021 DELAC meeting will be held on Thursday, November 19th, 2020

12. Evaluation

Mrs. **Erica Mondragon (SEMHS)**, DELAC president, asked the members to complete the meeting evaluation. Ms. Alvidrez will include in the mailing of the COVID-19 Operations Written Report a self-addressed stamped envelope so that the members can mail back the evaluation form.

13. Adjournment

Mrs. **Erica Mondragon (SEMHS)**, DELAC president, asked for a motion to adjourn the meeting.

Motion: Mrs. **Lucia Castro (EMHS)** moved to approve the meeting adjournment.

Second: Mrs. **Gisela Molina (SEMHS)** seconded the motion.

Vote: 8 in favor, 0 against, 0 abstentions (8 members present). One member had to exit the meeting prior to adjournment.

Mrs. **Erica Mondragon (SEMHS)**, DELAC president, adjourned the meeting at 6:27 p.m.