

El Monte Union High School District Categorical Programs
District English Learner Advisory Committee (DELAC)
December 12, 2019
Minutes

DELAC Members present:

Elvira Sanford – DELAC Representative (AHS)
Jose Velasquez – DELAC Representative (EMHS)
Numila Brass – DELAC Representative (FRLHS)
Rossana Alvidrez – Coordinator, EL Program (district)

Veronica Martinez – DELAC Representative (MVHS)
Elodia Mendoza – DELAC Representative (RHS)
Erica Mondragon – DELAC Representative (SEMHS)
Eva Valle – DELAC Representative (SEMHS)

DELAC Members absent:

Rosa Montoya – DELAC Representative (AHS)
Lucia Castro – DELAC Representative (EMHS)
Maria Leon – DELAC Representative (EMHS)
Noelia Alvarado – DELAC Representative (MVHS)

Xia Ling Cao – DELAC Representative (RHS)
Nancy Quintanilla – DELAC Representative (RHS)
Gisela Molina – DELAC Representative (SEMHS)

Guests Present:

Erica Hernandez – AAFE Department, (district)

1. Sign-in and Welcome

Mrs. **Erica Mondragon (SEMHS)**, DELAC president, called the meeting to order at 6:03 p.m. with eight (8) members present.

2. Approval of the Agenda

Mrs. **Erica Mondragon (SEMHS)**, DELAC president, trained the new DELAC members on how to make a motion. Mrs. Mondragon asked the members to review the agenda, and the members had the opportunity to recommend revisions or postpone agenda items.

Motion: Mr. **Jose Velasquez (EMHS)** moved to approve the agenda.

Second: Mrs. **Elodia Mendoza (RHS)** seconded the motion.

Vote: 8 in favor, 0 against, 0 abstentions (8 members present)

3. Approval of the Minutes

Mrs. **Erica Mondragon (SEMHS)**, DELAC president, asked the members to review the minutes from the May 23, 2019 meeting. Ms. Alvidrez explained that the four (4) new members who did not attend the May 23rd meeting would have to abstain from a vote to approve the minutes, and because there were only 4 members present who did attend the May 23rd meeting the minutes could not be approved with a vote of 4 in favor and 4 abstentions.

Motion: Ms. Alvidrez moved to table the approval of the minutes until the next meeting.

Second: Mrs. **Elvira Sanford (AHS)** seconded the motion.

Vote: 8 in favor, 0 against, 0 abstentions (8 members present)

4. Compliance Item: DELAC Training

Mrs. **Erica Mondragon (SEMHS)**, DELAC president, reviewed the purpose of the committee norms, and asked the members to take turns reading the norms. The members were asked to work in pairs to narrow down the norms to 3 or 5, or decide to keep all of the listed committee norms, or add additional norms. Each pair of members shared out the norms they selected as the most important. The committee came to consensus on the revised norms and unanimously agreed to adopt the new norms.

Mrs. **Erica Mondragon (SEMHS)**, DELAC president, reviewed the basic rules of parliamentary procedure, and asked the members to read through them at home and if there is any clarification needed, the questions can be asked at the next meeting.

Ms. Alvidrez reviewed the chart with the legal requirements for the DELAC. The chart is found on the back of the agenda for each meeting. She explained that when the legal requirement is addressed at a meeting, the date of the meeting is added to the chart.

5. Compliance Item: Parent Involvement Policy

Ms. Alvidrez reviewed the Parent Involvement Policy and the Administrative Regulations with the committee members. The committee members were asked to think of activities at their schools that meet the requirements of the administrative regulations and be prepared to share those activities at the next DELAC meeting.

6. Compliance Item: Review of LCAP Activities

Ms. Alvidrez reviewed a chart with the list of the actions included in the Local Control and Accountability Plan (LCAP). She explained that the actions were organized according to the 5 goals of the LCAP and she highlighted the actions related to the English Learner program. Ms. Alvidrez explained that the chart will be reviewed each time the committee examines student achievement data, providing the opportunity for the DELAC to make recommendations for the programs and services provided to English Learners via the LCAP.

7. Additional Item: DELAC Officer Election

The election of new DELAC vice president was held. Mr. **Jose Velasquez (EMHS)** was elected as the new vice president. (8 members present)

8. Additional Item: ELAC Reports

Mrs. **Erica Mondragon (SEMHS)**, DELAC president, asked the members to share the site ELAC report.

Arroyo: There was no report.

El Monte: Mr. **Jose Velasquez** informed the committee that the ELAC meeting held on Tuesday, December 10, they discussed the importance of regular school attendance. The parents were given a list of ways they can help their children be successful in high school. He also shared that information about transportation and stores in the El Monte community that was provided to the parents and students of new families.

Fernando R Ledesma: There was no report.

Mountain View: There was no report.

Rosemead: There was no report.

South El Monte: Mrs. **Eva Valle** informed the committee that at the ELAC meeting the main topic of discussion was on the observations of parent visits to the classrooms. The participating parents were able to observe the implementation of the new standards and strategies and had positive comments on what was observed.

Ms. Alvidrez explained to the new members that part of the agenda is an opportunity for the schools to share best practices.

9. Announcements

Mrs. **Erica Mondragon (SEMHS)**, DELAC president, reviewed the announcements: the Parent Involvement Academy will be held on February 28, 2020, the DELAC and ELAC meeting calendar brochure for the 2019-2020 school year is included in the packet of materials, the winter holiday dates are December 20, 2019 through January 3, 2020, and the next DELAC meeting will be held on January 23, 2020.

10. Evaluation

Mrs. **Erica Mondragon (SEMHS)**, DELAC president, asked the members to complete the meeting evaluation and explained that the DELAC members should use the DELAC report form to share the DELAC meeting information with the ELAC committees.

11. Adjournment

The meeting was adjourned at 7:30 p.m.