

**El Monte Union High School District – Assessment, Accountability, and Family Engagement
Department
District English Learner Advisory Committee (DELAC)
January 12, 2023
Minutes**

DELAC Members present:

Gloria Núñez – DELAC Representative (AHS)	María Jiménez – DELAC Representative (EMHS)
María Lazcano – DELAC Representative (EMHS)	Verónica López – DELAC Representative (MVHS)
Ia Mejía – DELAC Representative (MVHS)	Mayra García – DELAC Representative (MVHS)
Sandra Heredia – DELAC Representative (SEMHS)	Linda Rosales – Coordinator, EL Program

DELAC Members absent:

Nancy Urquilla – DELAC Representative (AHS)	Carmen Pérez – DELAC Representative (RSD)
María de la Cruz – DELAC Representative (SEMHS)	María Reyes – DELAC Representative (SEMHS)

Guests Present:

Esthela Torres de Siegrist – EMUHSD Board Member
Edith Echeverria – Director of Assessment, Accountability, and Family Engagement (AAFE) Department
Sara Tovar – Community Liaison

1. Welcome

Mrs. **Gloria Núñez (AHS)**, DELAC president, opened the meeting at 5:12pm with eight members present.

2. Approval of the agenda

Mrs. **Gloria Núñez (AHS)**, asked the members to review the agenda.

Motion: Mrs. **María Jiménez (EMHS)** made the first motion to approve the agenda.

Second: Mrs. **Sandra Heredia (SEMHS)** seconded the motion.

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

3. Reading and approval of the minutes for November 17, 2022

Mrs. **Gloria Núñez (AHS)** asked the secretary, Mrs. **María Jiménez (EMHS)** to read the minutes.

Mrs. **María Jiménez (EMHS)** corrected that the date of November under number 13 should be November 17.

Motion: Mrs. **Ia Mejía (MVHS)** made the first motion to approve the minutes.

Second: Mrs. **Mayra García (MVHS)** seconded the motion.

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

4. Review the Uniform Complaint Procedure (UCP) [II-UCP 02]

Mrs. **Linda Rosales (District)** showed a copy of the form and informed that the district is primarily responsible for compliance with federal and state laws and regulations related to education programs and plans, and unlawful discrimination, harassment, intimidation, or bullying. Mrs. **María Jiménez (EMHS)** asked where one can get a copy. Mrs. **Gloria Núñez (AHS)** replied that at the schools. Mrs. **Linda Rosales (District)** mentioned that school principals have copies. Mrs. **Edith Echeverria (AAFE)** said the district also has copies. Mrs. **Gloria Núñez (AHS)** let it be known that this form is filled out as a last resort if there is no response. Mrs. **Mayra García (MVHS)** asked that if she understood correctly, one first goes with the teacher, then the principal and finally, if there is no

response, that is when one fills out the form. Mrs. **Edith Echeverria (AAFE)** said that after the principal one usually talks to the counselor and at the end, if necessary, fills out the form.

5. Review and comment on the LEA's reclassification procedures [I-EL 2.19(e)]

Mrs. **Linda Rosales (District)** reviewed the reclassification procedure. First, a competency assessment in English is done, and the student has to receive a result of level 4 in the ELPAC test. Second, is the performance of basic skills, and for this the student has to obtain a level of three or better in the English exam. Third, an evaluation of academic performance is carried out with the teacher. The student must have received a grade of "C" or better in English class for two consecutive semesters. And fourth, parents are consulted and informed of the support students have during the reclassification.

6. Review and comment on the LEA's reclassification procedures [I-EL 2.1(f)]

- a. Parent Notification of Reclassification – Mrs. **Linda Rosales (District)** reported that parents are notified through a letter and a phone call. This letter informs parents of the reclassification criteria and requests a signature of consent to reclassify the student.
- b. Consent Form – This form provides the student's evaluation and academic information demonstrating how the student met the criteria for reclassification. This form can be provided in person, by phone, or through a virtual meeting.

7. Site ELAC Reports

Arroyo: The president, Mrs. **Gloria Núñez** reported on behalf of Arroyo

- A presentation on Dashboard was given where one can see the results of each school and district. There was also information regarding the attendance policy. The By-Laws of December 16, 2021 were presented and revised.

El Monte: No report

Mountain View: Mrs. **Ia Mejía** reported on behalf of Mountain View

- Dr. Lewis explained the ELPAC results that are mailed each year, and explained the steps for reclassification. New members were elected to the committee.

Rosemead: No member was present to report.

South El Monte: Mrs. **Sandra Heredia** reported on behalf of South El Monte

- Information was given about the reclassification. The TOSA teacher gave the number of students of newcomers and the activities he does with them to introduce the English language. He gave a review about the ELPAC and gave the parents a link in which students can take a practice test.

8. Announcements

Mrs. **Linda Rosales (District)** shared the following information:

- a. Parent Involvement Academy SAVE THE DATE: Friday March 3, 2023. Mrs. **Edith Echeverria (AAFE)** informed the parents of the date of the lunar year celebration, which is going to be at the district on February 3 from 5:30pm to 8:30pm.
- b. Next DELAC meeting: Thursday, February 16, 2023

9. Meeting Evaluation

- a. Complete the meeting evaluation form - Mrs. **Gloria Núñez (AHS)** asked the DELAC members present to please complete the evaluation of the meeting.

10. DELAC Report From

- Mrs. **Gloria Núñez (AHS)** asked the DELAC members to please complete the form to take the report to the ELAC meetings at their schools.

11. Adjournment

Mrs. **Gloria Núñez (AHS)** asked for a motion to close the meeting.

Motion: Mrs. **Ia Mejia (MVHS)** made the first motion to close the meeting on January 12, 2023 at 7:14pm.

Second: Mrs. **Mayra García (MVHS)** seconded the motion.

Vote: 8 in favor, 0 against, 0 abstentions (8 members present)
Motion passed unanimously to close the meeting at 7:14pm.