

El Monte Union High School District
Assessment, Accountability, and Family Engagement Department
District English Learner Advisory Committee (DELAC)
November 16, 2023 – Board Room
Minutes

DELAC Members present:

Gloria Nunez –DELAC Representative (AHS)	Nancy Urquilla – DELAC Representative (AHS)
Cristina Madrid – DELAC Representative (AHS)	Maria Jimenez – DELAC Representative (EMHS)
Lluvia Cornelio – DELAC Representative (EMHS)	Rosalía Sandoval – DELAC Representative (EMHS)
Ia Mejía – DELAC Representative (MVHS)	Andrea Ramos – DELAC Representative (MVHS)
María Castillo – DELAC Representative (SEMHS)	Sandra Heredia – DELAC Representative (SEMHS)
Linda Rosales – Coordinator, English Learner Program (ELC)	

DELAC Members absent:

Mayra García – DELAC Representative (MVHS)	Eunice Yos – DELAC Representative (RHS)
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Guests Present:

Esthela Torres de Siegrist –EMUHSD Board Member
Sara Tovar – Community Liaison

1. Welcome

Mrs. **Gloria Nunez (AHS)**, called the meeting to order at 5:08pm with ten (10) members present.

2. DELAC Training: Robert’s Rules of Order-How to Make a Motion

Mrs. **Linda Rosales (ELC)** went over the rules of order and how to make a motion.

3. Approval of the Agenda

Mrs. **Gloria Nunez (AHS)** asked the members to revise the agenda.

Motion: Mrs. **Lluvia Cornelio (EMHS)** made the first motion to approve the agenda.

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

Vote: 10 in favor, 0 against, 0 abstain (10 members present)

4. Approval of the minutes for July 20, 2023

Mrs. **Gloria Nunez (AHS)** asked the members to revise the minutes. Mrs. **Gloria Nunez (AHS)** corrected that in number 5 on the first point, the correct date should be June 5, 2024.

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

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

Vote: 5 in favor, 0 contra, 5 abstentions (10 members present)

5. DELAC Training [I-EL 2.2]

a.) Committee Norms – Mrs. **Linda Rosales (ELC)** reviewed the meeting norms and asked members for suggestions, such as if they would like to add or remove anything. Mrs. **Gloria Núñez (AHS)** suggested adding to the end of number one (1) “Arrive to meetings on time, *with five minutes of tolerance.*” She also suggested adding under number (11) “*Sign the attendance sheet.*” All members unanimously agreed.

b.) Legal Responsibilities – Mrs. **Linda Rosales (ELC)** informed that each LEA with 51 or more Els must form a DELAC unless the district designates for this purpose a subcommittee of an existing districtwide advisory committee. It is important that information about the LCAP is reviewed at DELAC meetings. She reviewed the different tasks on which DELAC will have to advise the board of directors, and these include but are not limited to: advising on topics on the LEA master plan, conducting an LEA district wide needs assessment, setting the LEA program, goals, and objectives, reviewing and commenting on LEA reclassification procedures.

6. Parent and Family Engagement Policy [I-CE2.2(c)]

Mrs. **Linda Rosales (ELC)** reviewed the district’s strategies for schools in Title 1, which includes involving parents and family members in jointly developing a district policy, providing coordination, and supporting the district with technical assistance and other support needed to help and build the capacity of the schools. Input was requested on the policy as part of the annual evaluation of the content and effectiveness of the parent/family involvement policy. Parents/guardians provided input on school and district activities.

7. Development of the district master plan for educational program and services for ELs [I-EL2.1(a)]

a.) EL Roadmap – Mrs. **Gloria Nunez (AHS)** read the five principles 1. Assets-oriented and Needs-responsive School, 2. Intellectual Quality of Instruction and Meaningful Access, 3. System Conditions that Support Effectiveness, and 4. Alignment and Articulation. Mrs. **Linda Rosales (ELC)** further elaborated on each principle and members gave their input.

8. DELAC Officer Election-review officer’s responsibilities in the DELAC Bylaws

After reviewing responsibilities, DELAC officers were selected based on a majority of anonymous votes. Results:

DELAC President – Sandra Heredia, South El Monte High School, with four (4) votes.

DELAC Vice-president – Andrea Ramos, Mountain View High School, with three (3) votes.

DELAC Secretary – Gloria Nunez, Arroyo High School, with three (3) votes.

9. Site ELAC Reports

Arroyo: DELAC secretary, Mrs. Gloria Nunez gave the report

- Robert’s Rules of Order were reviewed. The survey results were reviewed, where parents were asked their concerns about education. Elections were held and two vacancies were filled. The importance of ELAC/DELAC and the committee was explained. The Parent Involvement Policy was reviewed.

Mountain View: Mrs. Andrea Ramos gave the report

- The ELAC committee was elected, and it was unanimously decided that the same representative members would remain. Robert’s Rules of Order were reviewed.

South El Monte: DELAC President Mrs. Sandra Heredia gave the report

- Robert’s Rules of Order were reviewed, and the function and purpose of the DELAC committee was explained. Mr. Isaac Gonzalez, Teacher on Special Assignment (TOSA), reported on what he is reviewing and working on with new comer students.

Rosemead: No member was present to report

El Monte: Mrs. María Jiménez gave the report

- The new ELAC members were welcomed and elections were held for ELAC representatives. Robert’s Rules of Order were reviewed. The results of the survey previously given to parents were shared and most parents asked for workshops on information on universities and mental health. Information was given on the different parent workshops being offered at the school.

10. Announcements

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

- a) The 6th Annual Posada will be Friday, December 15, 2023 from 5:30 pm to 8:30 pm
- b) Mental Health Workshop with the theme Spreading Kindness & Learning about Season Depression, will be Thursday, November 30 2023, from 9:30 am to 11:00 am
- c) The next DELAC meeting will be January 18, 2024 a las 5:00 pm
- d) Meeting schedule brochure for 2023-2024

11. DELAC Report form

Mrs. **Gloria Nunez, (AHS) DELAC secretary**, asked members to fill out the form to report to their ELAC meetings.

12. Meeting Evaluation

Mrs. **Gloria Nunez, (AHS) DELAC secretary**, asked the members to fill out the evaluation form and turn it in at the end of the meeting.

13. Adjournment

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

Motion: Mrs. **Andrea Ramos (MVHS)** made the first motion to close the November 16, 2023 meeting at 6:46pm.

Second: Mrs. **Lluvia Cornelio (EMHS)** seconded the motion.

Vote: 11 in favor, 0 against, 0 abstentions (11 members present)

The motion passed unanimously to close the meeting at 6:46 pm.