

**El Monte Union High School District Categorical Programs
District English Learner Advisory Committee (DELAC)
November 18 (Google Meet)**

Minutes

DELAC Members present:

Gloria Nunez – DELAC Representative (AHS)	Reyna Bonilla – DELAC Representative (SEMHS)
Clara Acosta – DELAC Representative (EMHS)	Sandra Heredia– DELAC Representative (SEMHS)
Manuela Saldana – DELAC Representative (EMHS)	Gisela Molina – DELAC Representative (SEMHS)
Xia Ling Cao – DELAC Representative (RHS)	Monica Rodriguez-Grubbs – Coordinator, EL Program (district)

DELAC Members absent:

Ia Mejia – DELAC Representative (MVHS)	Nancy Urquilla– DELAC Representative (AHS)
Veronica Martinez– DELAC Representative (MVHS)	Carmen Perez-DELAC Representative (RHS)

Guests Present:

Esthela Torres de Siegrist -Board Member

Edith Echeverria – Director, Assessment, Accountability & Family Engagement (AAFE) Department

1. Sign-in and Welcome

Mrs. Monica Rodriguez-Grubbs (District Office), Coordinator of English Learner Programs, called the virtual meeting to order at 5:05 p.m. with seven (7) members present. She introduced herself as the new coordinator and welcomed board member, Esthela Torres de Siegreist. All members introduced themselves and the school they represent.

2. Mrs. Monica Rodriguez-Grubbs (District Office), Coordinator of English Learner Programs, shared information from the PowerPoint on Robert’s Rules of Order and then provided a brief training on “How to Make a Motion” for approving the agenda and the previous meeting minutes.

3. Approval of the Agenda

Mrs. Monica Rodriguez-Grubbs (District Office), Coordinator of English Learner Programs, asked the members to review the agenda for November 18, 2021

Motion:Mr. Gloria Nunez (AHS) moved to approve the agenda.

Second:Mrs. Manuela Saldana (EMHS) seconded the motion.

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

4. Approval of the Minutes

Mrs. Monica Rodriguez-Grubbs (District Office), Coordinator of English Learner Programs, asked the members to review the minutes from the June 17, 2021 meeting. Since no one attended the meeting on June 17, 2021 we weren’t able to approve the minutes.

5. Compliance Item: DELAC Training

Mrs. Monica Rodriguez-Grubbs (District Office), Coordinator of English Learner Programs, provided a brief training on the DELAC Committee Norms and the DELAC legal responsibilities. She asked members to refer to the Committee Norms on the presentation. Members recommended we add telephones and microphones should be silent during the meeting. Recommendation was added.

6. Compliance Item: Parent Involvement Policy

Mrs. Monica Rodriguez-Grubbs (District Office), Coordinator of English Learner Programs, reviewed the parent involvement policy included in the meeting packet, highlighting the six key strategies for Title I schools. Committee members had the opportunity to ask questions about the strategies and also share about activities at their school sites that were examples of the parent involvement strategies. There were no recommendations for revisions to the policy.

7. Compliance Item: Development of the District Master Plan for ELs

Mrs. Rodriguez-Grubbs reviewed the 4 principles of the EL Roadmap, highlighting the key ideas for each principle. DELAC members didn't have questions about the topic.

8. DELAC Elections

Mrs. Rodriguez-Grubbs explained the three officer positions for the committee, President, Vice-President and Secretary. She asked if anyone would like to run for President, Mrs. Manuela Saldana nominated herself and the committee voted 7 yes 0 no for her to be elected as President. Mrs. Reyna Bonilla, and Mrs. Gloria Nunez both ran for Vice-President since we had a tied vote, we mailed ballots home and will verify the results next meeting.

9. ELAC Reports

The DELAC representatives from the school sites shared that the ELAC committee received training on the ELAC legal responsibilities during the first ELAC meeting. Reclassification was also addressed during ELAC meetings.

10. Announcements:

- 2020-2021 Meeting Schedule brochure was included in the meeting packet.
- 4th Annual Posada will be held on Friday, December 10, 2021. Registration is required.
- Next DELAC meeting will be held on Thursday, December 17, 2020.

11. Evaluation

Mrs. Rodriguez-Grubbs informed the members to complete the evaluation on the form provided in the packet and then mail it in to the district office.

12. DELAC Report

Mrs. Rodriguez-Grubbs informed the members that they were provided a form in the meeting packet where they can write out a summary report to share with their ELAC at the next meeting.

13. Adjournment

Mrs. **Manuela Saldana (EMHS)**, DELAC president, asked for a motion to adjourn the meeting.

Motion: Mrs. **Clara Acosta (EMHS)** moved to adjourn the meeting at 6:03 pm.

Second: Mrs. **Reyna Bonilla (SEMHS)** seconded the motion.

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