



## Options for Youth - Duarte DELAC Meeting Minutes 2021-22

Notes prepared by: Janeatte McKee Date: 8/26/2021

DELAC Attendance (8/26/2021)	
Public Attendees	See sign in
Parent DELAC Representatives	See sign in
School Administrators/Teachers/Staff	See sign in
A quorum of the committee members: <input type="checkbox"/> has been met. <input type="checkbox"/> has not been met.	

DELAC Responsibilities <sup>1</sup> Covered in this Meeting:	
<input type="checkbox"/>	Development of a district master plan for education programs and services for English learners. The district master plan will take into consideration the school site master plans.
<input type="checkbox"/>	Conducting a district wide needs assessment on a school-by-school basis.
<input type="checkbox"/>	Establishment of district program, goals, and objectives for programs and services for English learners.
<input type="checkbox"/>	Development of a plan to ensure compliance with any applicable teacher and/or teacher aide requirements.
<input type="checkbox"/>	Review and comment on the school district reclassification procedures.
<input type="checkbox"/>	Review and comment on the written notifications required to be sent to parents and guardians.
<input type="checkbox"/>	If the DELAC acts as the English learner parent advisory committee under California <i>Education Code</i> Sections 52063(b)(1) and 52062(a)(2), the DELAC shall also review and comment on the development or annual update of the Local Control and Accountability Plan (LCAP)

<sup>1</sup> <https://www.cde.ca.gov/ta/cr/delac.asp>

## Meeting Minutes

**Directions: Please add notes detailing the topics discussed for each section of the meeting.**

Welcome/ Meeting Called to Order:	<p>Notes: Meeting starts at 5:05 pm</p> <ul style="list-style-type: none"><li>• Alison Mullins welcomes everyone and explains that this is an informal meeting and more of a parent information night about DELAC (District English Language Advisory Committee)</li><li>• Alison clarifies that DELAC is comprised of parents and staff members and its purpose is to advise the principals and teachers on best practices and policies for English learners</li><li>• Alison asks if anyone would like to request Spanish translation and Susana Guerra welcomes Spanish speaking guests in Spanish. No one indicates that they need translation.</li></ul>
Agenda Overview/ Proposed Agenda Changes:	<p>Notes:</p> <ul style="list-style-type: none"><li>• Alison goes over the agenda shared on her screen.</li></ul>
<b>DELAC Topics</b>	<ul style="list-style-type: none"><li>• Approval of minutes from last DELAC meeting on May 27, 2021 . Susana Guerra proposes approval of minutes and Janeatte McKee seconds.</li><li>• Alison reviews the definition of DELAC and its purpose.</li><li>• Alison reviews the responsibilities of DELAC committees as outlined by the CDE.</li><li>• Alison asks if anyone has questions about the specific responsibilities for DELAC. No questions are asked.</li><li>• Alison announces that ELPAC results from 2020 are available to students and parents in studenttrac. She walks through on screen how to access scores. Parents are also welcome to contact their student's EL Specialist to obtain scores and to explain what the results mean in terms of progress in English language proficiency.</li><li>• Susana addresses the students in the meeting and reminds them that ELPAC test performance is one of the things we work towards during EL appointments and that students who have passed it do not need to take it again.</li><li>• Alison introduces resources available (OFY D website). She shows how to view the website in different languages. She welcomes attendees to reach out with any questions they may have.</li></ul>

Announcements/ Programs and Services:	<ul style="list-style-type: none"> <li>● Alison reviews announcements. <ul style="list-style-type: none"> <li>○ She says that counselors will be contacting eligible students regarding AB104. Fall district assessment (Renstar) is coming up in September. Renstar scores inform our development of programs for English learners.</li> <li>○ Susana mentioned that qualifying Renstar reading scores are the second half of the requirements to reclassify.</li> <li>○ 9/29 LCAP event for the region</li> </ul> </li> </ul>
Public Comment	No comments right now but participants were encouraged to share at a later time

Adjournment/ Meeting called to close:	<ul style="list-style-type: none"> <li>● Meeting is adjourned at 5:22 pm and attendees are dismissed, but anyone who has questions or comments is welcome to stay.</li> <li>● Staff members stay on briefly to engage any parent or student attendees with questions</li> </ul>
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