



Pasadena Unified School District
 Language Assessment Development Department
 District English Learner Advisory Committee (DELAC)

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Raymundo Rosales, President
 Begonia Bautista, Vice-President
 Maria Chavez, Secretary
 Alma Garnica/Beatriz Zepeda, Parliamentarian

DELAC MINUTES
November 18, 2019

Members Present: ELAC Officers: _____ ELAC Members: _____ School Staff: _____ District Guests: _____ Community Members: _____ TOTAL: _____

Legal Compliance Requirement/Training Covered: CDE Compliance items must be reflected on the Agenda and Minutes. Check off any box of the legal requirement covered in this meeting if applicable.

✓	The DELAC shall advise the school district governing board on all of the following tasks:
	Development of an LEA master plan, including policies guiding consistent implementation of EL educational programs and services that takes into consideration the SPSAs
	Conducting of an LEA-wide needs assessment on a school-by-school basis.
	Establishment of LEA program, goals, and objectives for programs and services for ELs.
	Development of a plan to ensure compliance with any applicable teacher and instructional aide requirements.
✓	Review and comment on the LEA's reclassification procedures.
✓	Review and comment on the written notifications required to be sent to parents and guardians.
	Under the local control funding formula, LEAs with at least 50 ELs and whose total enrollment includes at least 15 percent ELs must establish a DELAC, and that DELAC must carry out specific responsibilities related to the LCAP. If the DELAC acts as the ELAC under EC 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).



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1. Welcome

Call to order: 6:10 p.m. by the president, Raymundo Rosales

Approval of the agenda:

First motion, Cecilia Coronado

Second motion, Maria Reyes

All in favor

2. Reading and approval of the October minutes:

The first motion, Cecilia Coronado

Second motion, Raymundo Rosales

All in favor

Schools in attendance: PHS, WESM, Eliot, Jackson, McKinley, Longfellow, Altadena, Blair, and Willard.

3. School Consolidation: *Dr. Blanco, CAO*

Dr. Blanco was present to answer any questions parents may have about school consolidation. A father asked if she had already visited the schools that will be receiving the students from the schools they will close. The answer was, no. Parents were informed that the receiving schools are cooperating and will be offering school tour day to parents interested in visiting the schools that their students will be attending. Open enrollment will begin December 9 until January 3, 2020. This is the special Lottery and students moving will be given priority. A parent mentions the urgency and need of a second instructional coach for Madison. Madison will be one of the schools receiving students from the schools that are closing. Parents are concerned that it is a school with many English Learners and now that the population is going to grow they are concerned that they do not have the necessary assistance to serve all students as they should. Dr. Blanco agrees with the parents' concern and suggests that parents make their suggestions of the needs of each school, all schools need resources some more than others. The way in which resources will get distributed will depend on the needs and priority. We have to understand that they will have to cut certain programs to be able to offer others of greater need. Parents do not believe that Madison School is prepared to receive special need students. Dr. Blanco surcharges that the schools receiving special education students are Madison and Washington Elementary. Madison will be adding ramps to provide access to wheelchair students and will be ready to start the new school year, she also mentions that although transportation is not provided, all students with IEPs do receive transportation. Students have the option of choosing a school of their choice through the special lottery and should not attend the home school if they choose too. A parent asked about Instructional Coaches, wonders if they are monitored and if they are required to work with certain students for a certain amount of time. Dr. Blanco, Instructional Coaches are not obligated to follow a model of instruction, they manage their instructional time according to their needs and it's left to their criteria. Parents would like to know what are the steps to follow in order to request more recourse to their schools and when they ask for more resources where do they ask them for and from whom. Parents are asking for Instructional Coaches assistance. Dr. Blanco heard the concerns and maybe they can offer assistants to the coaches, maybe not to all the coaches but to those who need it most. Director, Ruelas added that English learners are a priority and reminded us of the programs and support offered to schools, such as scholastics magazines for grades K-5. After school tutoring in most schools. Classroom assistants for secondary schools. High schools have not been very successful in starting tutoring after school. A parent expressed concern about long-term English learners and wonders why not offer a teacher assistant for these students as they have offered to newcomers at the Blair academy. The funds that are used for newcomers classroom assistants are a separate



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fund that is only offered to the immigrant student. There is concern that the PHS school offers after-school tutoring but after the tutor does not show up, as tutors are monitored. This matter will be followed up. Dr. Blanco was thanked for her assistance and proposed to invite her again in March.

4. **Review and comment on the development or Annual Update of the Local Council and Accountability Plan (LCAP):** *Vice-President, Begonia Bautista.*

Dr. Stammer couldn't be with us tonight. We wanted to present the LCAP plan. A special meeting was held where the 5 goals of the PUSD and the 8 priorities of the state were reviewed. The 2019-2020 school year will mark the last cycle of current LCAP metrics and definitions. We are in the process of starting the process of developing the proposed metrics for LCAP 2020-2023 and the current metrics have been used as the basis. This means that there will be changes and as parents we must be informed to make decisions about the needs of the schools. Parents were recommended to take the package to their schools and share with parents so they are informed of modifications, deletions and new proposals to form the new LCAP local responsibility plan.

5. **DELAC Report:** *Vice-President, Begonia Bautista*

Share the report of the LCAP review meeting and provide information and flyers of the different workshops and programs that different schools at PUSD are offering for parents.

6. **ELAC Report:** Marshall - students continue to reclassify and parents continue to request classroom assistants. Longfellow- The elac meeting was held and the meeting dealt with the importance to the school. We had workshops on how to keep students focused and learn to be organized. The young and healthy program also offered a workshop on brain development. And the importance of daily and early school attendance. Roosevelt- The meeting was about how is the best way to read with our children. And how is it that moving school will affect English learners. Altadena- The meeting was held and the focus was school attendance, independent studies and the need for tutors who will be alone until December 2. Who can we ask for help being that Altadena will be one of the schools that will be receiving students from the schools that are about to close. We need more help and more resources. Wilson- At our meeting we talked about the importance of school attendance. And meetings are planned to support parents who will have to move from school. The plan is to find out if the parents and decided to continue in PUSD or move to San Gabriel that is just around the corner. And for parents who are interested our community assistant will be assisting parents to apply for open enrollment beginning December 9, 2019. McKinley - We are always the same parents at our meetings. Jackson- At our meeting the issue of importance to the school was discussed, days of visiting the school will be offered to parents who are interested in attending our school. Eliot- Finally we were able to fill the tutoring class with 15 students. In our meeting the topic of The importance of school attendance was discussed. And we are very happy that the English learners had the opportunity to have fun doing art and built some beautiful altars of the day of the dead with ceramic works of art. WESM- Our meeting was held and the issue of the importance of daily and early school attendance was discussed. Blair- At our meeting the issue of the importance of assistance was discussed. We had the reading fair and had a workshop for parents to create the parent portal. PHS- The budget is being used in overhead costs and English learners are not the focus.

7. **Open forum:** A recommendation for schools that have under the number of parent assistance would be to provide their community attendees with the phone numbers of all parents and inviting them to meetings is what our assistant has been doing and has worked. The San Rafael school I would like to make a presentation about the language immersion program. We will have Christmas celebration our next meeting.

Closure: 7:50 p.m.