

**District English Learner Advisory Committee (DELAC)
General Meeting Minutes
October 6, 2016**

Executive Board Members Present:

Chairperson Lallia Allali, Vice Chairperson Lourdes Garcia, Secretary Lorena Moreno, ELAC Liaison Yasmin Bozin, Student Member Leslie Lopez

Schools Represented:

Clark, Crown Point, Dana, Emerson-Bandini, Franklin, Green, Horton, Innovation, Jefferson, Language Academy, Lincoln, Lindbergh/Schweitzer, Mission Bay, Pacific Beach Elementary, Rodriguez, Rolando Park, Roosevelt, SCPA, Spreckels, Standley, Wegeforth

District Administrators Present:

Brenna Baringer, Vice Principal Correia; Stanley Anjan, Executive Director Family & Community Engagement

Office of Language Acquisition Staff Present:

Sandra Cephas, Maria Johanesen, Theresa Laskowski, Marilyn S novel

Legal Requirement/Training Covered:

	District programs, goals, and objectives for programs and services for English Learners
	District English Learner Master Plan for EL programs/services
X	Conducting a district-wide needs assessment 10/6/16 Review results of June needs assessment
n/a	Development of plan to ensure compliance with applicable teacher requirements
	Annual language census
	Review/comment on district reclassification procedures
	Review written notifications to parents
	Other topics of interest to DELAC and EL parents

Call to Order

Chairperson Lallia Allali called the meeting to order at 6:37 p.m. and introduced the DELAC officers.

Reading of Minutes

Minutes of the June 16, 2016 General Meeting were approved as read.

Adjustments to Meeting Structure

Sandra Cephas, OLA Director

Table Talk is a structure that we are initiating to develop a process of communication for the ELAC members and DELAC representatives to inform the DELAC officers of information happening at the site level. The information is gathered and shared at the next DELAC Executive Board meeting. The DELAC Board members will be able to analyze the information given and look for trends and patterns and take any necessary actions if needed. (Note: This is an opportunity for the DELAC officers to listen and record information, not engage in conversation or problem solving.)

Developing Norms and Essential Questions

Theresa Laskowski, OLA Program Manager

In an effort to establish group norms/agreements, the DELAC Board engaged the DELAC general members in developing norms/agreements. We started with the question, "What kind of group do you want to be?" General

members shared the following ideas: Empowered, collaborate with the district (partners), understand our legal role, be inclusive and invite more parents, and listen. In short our agreements would be:

1. Be in partnership
2. Be inclusive, invite others
3. Listen to understand
4. Empower and support one another, understand our legal role

A second question was posed to the group, "How will we accomplish this?" The responses to this question: be present (at meetings), conduct meetings in Spanish, promote/advertise meetings more through phone call outs, text messages, and email, collaborate with other parents, participate in Grad Nation and other committees, and round table.

Title III Expenditures

Sandra Cephas, OLA Director

The 2016-17 Proposed Budget for Title III LEP/Immigrant Funding was shared. The items discussed were: Carryover funds, Projected Title III/LEP Immigrant new money, and proposed district contributions. The discussion included how the funds were being spent, on positions: 47.1 ELSTs, 9.0 International Center Teachers, 9.4 OLA Resource Teachers.

Reviewing English Learner Needs Assessment Results

Sandra Cephas, OLA Director

Theresa Laskowski, OLA Program Manager

The annual needs assessment was publically ranked and consolidated. The general members identified their individual top three priorities and shared them out publically. The priorities were recorded. (At the Executive Board meeting the following Thursday, October 13, 2016, they were matched to the DELAC Legal Requirements.)

Preparing for Special DELAC Elections in November

Lallia Allali, Chairperson

Because Lallia Allali was nominated and accepted the position of DELAC Chairperson, the Parliamentarian position is vacant. Therefore, there will be an election at the next meeting to fill the vacancy. DELAC members were informed of the roles and responsibilities of the Parliamentarian position and were encouraged to run. Elections will be held on November 3, 2016.

Announcements

Theresa Laskowski, OLA Program Manager

Reminders were given on the following handouts: Complete and turn in the paperwork for the English Learner Advisory Committee Response Form for the 2016-17 School Year to the OLA Office by October 28, 2016. And, a list of district acronyms, initials, and abbreviations, the list was updated in May 2016.

Public Comment

Lallia Allali, Chairperson

Lallia moderated as six people spoke during Public Comment. Topics were upcoming Grad Nation Summit, upcoming special election, LCAP, parliamentary procedure, and DELAC's presentation to Board of Education.

Student Representative Leslie Lopez ended Public Comment with a poem written by an English Learner in our district.

Closure

Chairperson Lallia Allai adjourned the meeting at 8:19 p.m.