



Evergreen School District

From strong roots grow bright futures

District English Learners Advisory Committee (DELAC)

Minutes of the DELAC Meeting for January 30, 2019
Date

Members Present: See attached lists which represents X parent DELAC representatives, X additional parent guests, X district administrators, X district teachers/staff, board members and guests.

Legal Requirement/Training Covered: Date/Initial topic(s) covered at this meeting with summary to be reflected in the minutes.

1	Development/revision of the district Master Plan for educational programs and services for English Learners that takes into consideration the Single Plan for Student Achievement.
2	Conducting of a district-wide needs assessment on a school-by-school basis.
3	Establishment of district program, goals and objectives for programs and services for English Learners.
4	Development of plan to ensure compliance with any applicable teacher and instructional assistant requirements.
5	Administration of the annual language census.
6	Review/comment on district reclassification procedures.
7	Review/comment on written notifications required to be sent to parents and guardians.

The meeting was called to order at 6:02 P.M by the Director of Instruction: Denise Williams
Name

Meeting Minutes: Each member read the minutes from the May 30, 2018 DELAC meeting.

Approval for the meeting minutes was moved by Dr. Hong Nguyen, Principal – Matsumoto and seconded by Albert Salcedo, Representative – Quimby Oak that the minutes be **approved** as **written** (✓) or as corrected/amended:

Board of Education Report: presented a report from the Board of Education meeting. The Chairperson/Vice Chairperson reminded representatives to attend the next meeting scheduled for (date). **No report was given.**

Matters From the Public: (Action by whom?) N/A

Mandated Topic: Denise Williams, Director of Instruction, shared with members the topics on the agenda. She told members about the Federal Program Monitoring (FPM), and areas to be reviewed (IE: ELAC), as well as the three school sites being reviewed: Dove Hill, Katherine Smith and O. B. Whaley. Ms. Williams stated

that the review would include P.E. and English learner instruments. She also shared the review would cover every element of Title III funds.

Ms. Williams also shared with members that the EL Master Plan was created in 2010 but it has had many revisions since then. The EL Master Plan has nine chapters. The review will include everything about English learners at the district and site levels. Members were given a “new” page 26 for Chapter 6 which is the revised Evaluation & Accountability document. Ms. Williams also shared that the California English Learner Roadmap is in Chapter 8 and Chapter 9 is Equitable Access. The following are the Evaluations & Goals:

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|------------------------------------|--------------------------------|
| 1. <u>Implementation</u> | 5. <u>Parent Involvement</u> |
| 2. <u>English Proficiency</u> | 6. <u>Assessments</u> |
| 3. <u>Academic Progress</u> | 7. <u>Cultural Proficiency</u> |
| 4. <u>Professional Development</u> | 8. <u>Program Monitoring</u> |

Ms. Williams showed members a video explaining what the English Learner Roadmap is. She asked members to bring these documents to the next meeting at which time there will be further discussion.

Topic of Interest: Dr. Hong Nguyen introduced Evergreen Valley High School student and task force member for Walk & Roll San José, Josh Parekh. Josh spoke about the benefits of the program; an active lifestyle and safer streets. He explained the Five E’s of the program: Education, Encouragement, Engineering & Evaluation, and Enforcement. School principals and members shared how the program has worked at their schools and how it has benefitted the community. Art Nino, from the program, stated that Evergreen School District was one of three school districts participating in Walk & Roll San José and expressed that the focus is on the benefits of the program. He also stated that San José Police Department will often follow up with a study to see what else should be done to make streets safe for pedestrians. Grant applications for the program are available through each district’s council person.

Other Topics or Presentations: (parent input/advice/comments): With time remaining, Ms. Williams suggested that members read from Chapter 8 of the English Learner Master Plan, California English Learner Roadmap, Principle #1 – Assets-Oriented and Needs-Responsive Schools. Members shared in active discussions.

Follow-up on Topic(s): (Action by whom?) _____ N/A _____

Other: _____

The meeting was adjourned: 7:00 P.M.

Respectfully submitted,

Connie Cornejo

Connie Cornejo, ELD Staff Secretary, English Language Development Department
Secretary, District English Learner Advisory Committee