



# Evergreen School District

*From strong roots grow bright futures*

## District English Learners Advisory Committee (DELAC)

Minutes of the DELAC Meeting for April 25, 2018

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 6:05 P.M by the Director of Instruction: Denise Williams  
Name

**Meeting Minutes:** Each member read the minutes from the March 28, 2018 DELAC meeting.

Approval for both meetings' minutes was moved by Sergio Scaglia, Cadwallader Representative and seconded by Mercy Pimentel, Dove Hill parent 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, spoke to the members EL Reading and the ELPAC. She explained that the district is administering this new assessment for the first time.

Ms. Williams explained that she and ELD Staff Secretary, Connie Cornejo will present about the SOLOM (Student Oral Language Observation Matrix), AR Star Reading results, parent letter for Notification of Reclassification to Fluent English Proficient, district Reclassification form, CAASPP parent form, Home Language Survey, and district Reclassification criteria.

Mrs. Cornejo went over the Home Language Survey that parents complete when students enroll in school for the first time. She reviewed ELPAC results and explained that results will be received in the mail. Students will receive an initial test once the Home Language Survey determines they should be tested. Mrs. Cornejo went over AR results.

Ms. Williams explained how AR results are used as part of the criteria for reclassification because it has reading components that meets the state criteria. The Reclassification form is filled out by the ELD assistant with all of the criteria noted. Teachers complete the SOLOM looking at the student's oral language skills. The AR Star and the ELPAC are critical for English learners. The writing sample is also critical. Students need to submit a proficient writing piece. The reclassification Celebration is every year in April. This was the twelfth year. Another component for reclassification form is input from parents. In the school office, there is an ELPAC Parent Guide to Understanding the ELPAC which includes information about the ELPAC Practice Test. An O. B. Whaley parent asked how parents can be educated about the reclassification guidelines. She asked what happened to the summer testing. Mrs. Cornejo explained that summer testing was for the former CELDT (California English Language Development Test). Ms. Williams talked about how we can close the gaps and how we get this information out to the stakeholders.

Parents asked about English learner assessments for other states. Ms. Williams encouraged parents to have students work toward the Seal of Billiteracy.

Ms. Williams announced that the last meeting on May 30, 2018 will be a potluck. We will be doing the Needs Assessment, Parent Engagement Policy and Parking/Safety.

**Topic of Interest:** NA

**Other Topics or Presentations: (parent input/advice/comments):** N/A

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

**Other:** \_\_\_\_\_

**The meeting was adjourned:** 6:55 P.M.

Respectfully submitted,

*Hong Nguyen*

Hong Nguyen, Principal, Laurelwood School,  
District English Learner Advisory Committee