

**District English Learner's Advisory Committee (DELAC) Natomas Unified School District
Meeting Minutes for Thursday, September 26, 2019**

A) Welcome/Call to Order

Meeting was called to order at 5:36 pm. Located in the BoardRoom by Director, Mary Lynch.

- Participants are able to review a ballot for 19-20 and nominate for chair, co-chair and secretary.
- Thank you's from Officer's Ruth Garcia, Pushpinder Bajwa and Maria Plantilla.
- Review of What We Accomplished for 18-19
 - DELAC advises schools on different elements. This was a large part of what DELAC did in year 18-19.

B) Review of DELAC Norms

Ms. Lynch conveyed "We are a DELAC Family!" Review of 19-20 Norms

- Part of what DELAC is -a community
- Use of parking lot (if needed - next agenda items)

C) Why be a member of DELAC?

Connection with other schools- what are other sites doing with their ELAC?

- Introduction of Assistant Superintendent, David Rodriguez
 - David introduced the H/SS Textbook adoption and offered for participants to review the material for McCraw Hill and Pearson. He explained the process to move forward in March of 2020. He stated that our textbooks are outdated and the process of adoption process w/NUSD
- Introduction of Elaine Wallace - new coordinator working on curriculum and instruction included ELD EL development.
 - Figure out the best ways to support our EL. Mary explained Elaine Wallace's role in our students EL development.
- Introduction of Suzen Holtmann who was extremely helpful in creating the agenda. Suzen stressed how we are a family and went over her history with the district. She looks forward to continual work with EL families and EL in anyway we can.

Mary offered unscheduled communication (public comment) opportunity given to participants.

- 2 minute opportunity to address

D) CCS with Heidi Lattuada

Heidi spoke of coming last year to the DELAC meeting.

- She is the Director of CCS for 7 years for NUSD Constituents and Customer Service. Heidi went over the areas of CCS
- Heidi went over the path to successful communication and it is now in multiple languages. A few participants asked for languages that are not available.
- Types of Complaints - General, formal (done in writing or email) complaint, complaints concerning district employees and Uniform complaint procedures.

- most low level resolved within the same days or a couple of days. Resolved does not necessarily mean we go out and fix what is not liked, we look at the validity of the concern and then a response
- Language Link
- Posters are out at every school site and introduced in every classroom. This service will allow us the opportunity to communicate with more families in their home language. Used more than 50 times in 13 different languages. LL for 19-20 is available to all teachers.
 - Parent stated this LL used at NHS and was very impressed with LL.
 - Voice Nation - Heidi passed out magnets

E) Last call for DELAC nominations @6:15pm

F) Motion to Approve Minutes from 18-19

- Laurelle 1st
- Roberto 2nd
- Roberto asked if minutes can be translated in their native language. Mary stated yes, and to request translation by contacting either EC or site

G) Roles, Responsibilities and Purpose of DELAC

Mary asked participants to take a few minutes and discuss with your neighbor, "One thing great going on at your school site regarding EL?"

- This activity was discussed per table group.
- More new parents participating - not only for celebrations
- We want to continue the things we are doing correctly and we want to celebrate

H) DELAC Task for 19_20

- DELAC Area(s) of Work this Year
- Review & comment on Master Plan Updates (Advise)
- Review & comment on Reclassification Policy (Advise)
- Review & comment on Mailings to Parents (Advise)
- Help create the District Needs Assessment
- Review & comment on DELAC Bylaws
- Review & comment on the District's LCAP
 - One task tonight - how we reclassify our English Learners
 - Review of Reclassification
 - Possible Reclassification Criteria
 - Elaine stated we will get input from teachers and parents
 - We want to ideas from DELAC about our letters, at another meeting we will look at letters

Talk with the group about ideas/what do you think - about how we reclassify students? Talk and write any comments or questions. We want to hear from DELAC when we talk about reclassifying students. We will talk about this again at a future DELAC meeting.

- A parent stated the language survey was not explained correctly when she registered. When she filled it out and stated there was a second language she meant for her not for her student. Now he is labeled as an EL and he is not.
- Brief Discussion on Upcoming Events at NUSD - DR
 - Secondary Showcase @ IHS, Cash for College & College Prep Workshops
- Review of next DELAC dates of 11/21/19, 2/20/20 and 4/23/20

DELAC Meeting adjourned at 7:02 pm