



District English Learner Advisory Committee (DELAC)

January 17, 2024

9 a.m. to 11 a.m.

Meeting Minutes

Agenda Item	Summary of Discussion and Action
<p>I. Call to Order</p>	<p>The meeting was called to order at 9:06 AM by Martha Mayorga. In attendance was Susana Morales from Van Horn Elementary, Brian Malavar, Principal of Panama Elementary, Trina Lovio, Director of Assessment, Curriculum and Technology, Laura Cabellos from Thompson Junior High, Malkeet Johnson from Van Horn Elementary, Suzana Montoya Rodriguez from Laurelglenn Elementary, Steve Johnson, Director of Consolidated Programs, Crispina Ayala from Berkshire Elementary, Jennifer Rodriguez Pacheco, our district interpreter, Jill Fetters from Tevis Junior High, Martha Mayorga from Miller Elementary, Katherine Pino from Reagan Elementary, Francisca Julian, Dawna MacGillivray Assistant Principal of Panama Elementary, Jackie Cortez, Secretary of the Consolidated Programs, Nancy Hernandez, Bilingual Clerk, Genesis Contreras, district EL Program Specialist.</p>
<p>II. Welcome Opening and Attendance</p> <ul style="list-style-type: none"> A. Attendance in chat B. Strategic Plan Priorities C. Meeting Norms 	<ul style="list-style-type: none"> A. Martha Mayorga, the DELAC Chairperson, and representative from Miller, began the meeting by advising everyone to place their names and school sites in the chat of our Zoom for attendance. B. Genesis Contreras, one of the district’s EL Program Specialists reviewed our district’s Pillars of Excellence. C. Genesis then reviewed our DELAC meeting norms.
<p>III. Public Comment</p> <p>Comments related to agenda items, per Greene Act and must be submitted by email to delac@pbvusd.k12.ca.us 24 hours in advance of the meeting.</p>	<ul style="list-style-type: none"> A. None
<p>IV. Principal’s Report: Brian Malavar, Principal of Panama Elementary</p>	<p>Genesis Contreras introduced our presenter for today, Brian Malavar, principal of Panama Elementary. Brian introduced himself, and explained that this year is his 16th year at Panama Elementary. Brian explained that as English Learners enroll into Panama, they look at each student as smart intelligent students. Mr. Malavar discussed some ways in which they meet the needs of their EL’s. He stated that first, as a school they analyze the data to see the progress and current levels of the EL’s. Mr. Malavar explained that in Panama’s School Plan for Student Achievement (SPSA), they create goals specifically for their English Learners. He and his staff then work on implementing English language development strategies that teachers are using throughout the entire day, not just in their 30 minutes of designated ELD time.</p>

	<p>Strategies that are utilized with students are their designated 30 minutes of uninterrupted ELD instruction with their teacher, ELD Walkthroughs with school and district administration understanding the ELD standards, and how to include them in teacher’s everyday lesson plans, students are monitored by teachers, and intervention teams, students set goals with their teachers, and teachers receive training specifically on integrated ELD.</p> <p>Mr. Malavar stated that he often gets the question from parents, “How can I help my child?”. He explained that some ways parents can help is becoming involved with the teachers within the classrooms, School Site Council, ELAC and parent club. Mr. Malavar stated that there are parents who do not speak English, but do still volunteer their time within the school.</p>
<p>V. Approval of Minutes - Motion, Second, and Vote</p>	<p>A. Genesis Contreras the English Learner Program Specialist reminded parents that they received a copy of the meeting minutes from the previous meeting that took place on December 15, 2023 as an attachment in their Parent Square invitation. Crispina Ayala motioned to approve the minutes. Matha, Susana, and Katherine gave the second motion. All members in favor turned their cameras and raised their hand, or they used their hand raise reaction on Zoom. 10 yes, 0 no. The motion was approved.</p>
<p>VI. Old Business A. None</p>	<p>A. Genesis Contreras stated that the old business discussed in the past DELAC meeting was Title III Inventory, Supplement, Not Supplant with Title II, Program options and Parent Choices, and District Plan for English Learners.</p>
<p>VII. New Business</p> <ul style="list-style-type: none"> A. Time and Effort Requirements (Title I and Title III) B. Evaluation of Title III-Funded Services and Programs C. RFEP Monitoring Forms- November 2023 D. California School Dashboard 	<ul style="list-style-type: none"> A. Genesis introduced the new business topics for today’s meeting. She then introduced Trina Lovio, Director of Assessment Curriculum and Technology who presented on the Evaluation of Title III-Funded Services and Programs. Trina explained the school district must keep an updated and detailed document that states what salaries and wages are being charged to Title III funding. They must follow all federal accounting B. Mrs. Lovio continued onto the following topic of Evaluation of Title III-Funded Services and Programs. Mrs. Lovio explained that Local Educational Agencies that receive Title III funds must evaluate the services and programs funded with Title III to determine program effectiveness. They must also provide relevant EL-related data and an analysis of findings that may result in recommended

	<p>changes to improve the effectiveness of Title III-funded programs and services.</p> <p>C. Genesis Contreras explained what progress monitoring is for EL students. She explained that it is a process teachers must complete to evaluate student progress throughout the academic year. Students who are monitored are current English Learners, and students who have reclassified(RFEP) for 4 years after they have been reclassified.</p> <p>D. Steve Johnson, Director of Consolidated Programs was introduced to the DELAC group. Steve Johnson began explaining that on December 15, 2023 data was released on the California Dashboard about our school district, as well as about each individual school. Mr. Johnson explained that within the California Dashboard there is information that pertains to the district overall, individual schools, chronic absenteeism, suspension rate, EL progress, and more.</p> <p>Trina Lovio left the meeting at 9:43 AM/</p>
<p>IX. Announcements and Next Meeting Date A. Next Meeting is March 13, 2024</p>	<p>A. Genesis stated that the next DELAC meeting will be March 13, 2024 in the District Board Room at 9:00 AM.</p>
<p>XI. Adjournment- Motion, Second, and Vote</p>	<p>Malkreet Johnson gave the first motion to adjourn the meeting. Katherine Pino gave the second motion. The meeting was adjourned at 10:06 AM.</p>