



**Pasadena Unified School District**  
 Language Assessment Development Department  
 District English Learner Advisory Committee (DELAC)

Juan Ruelas, Director  
 Arnold Rene Saldivar, Coordinator

351 S. Hudson Ave, Room 209  
 Pasadena, CA 91109  
 Tele: 626.396.3600 ext. 88285  
 Fax: 626.683.0728

Begonia Bautista, President  
 OPEN, Vice-President  
 Maria Chavez, Secretary  
 Alma Garnica/Beatriz Zepeda,  
 Parliamentarian

## DELAC MINUTES

March 22, 2021

<b>Members Present:</b> ELAC Officers: _____ ELAC Members: _____ School Staff: _____  <b>District Guests:</b> _____ <b>Community Members:</b> _____ <b>TOTAL:</b> _____
---

**Legal Compliance Requirement/Training Covered:** CDE Compliance items must be reflected on the Agenda and Minutes. Check off any box of the legal requirement covered in this meeting if applicable.

<input checked="" type="checkbox"/>	<b>The DELAC shall advise the school district governing board on all of the following tasks:</b>
	Development of an LEA master plan, including policies guiding consistent implementation of EL educational programs and services that takes into consideration the SPSAs
	Conducting of an LEA-wide needs assessment on a school-by-school basis.
	Establishment of LEA program, goals, and objectives for programs and services for ELs.
	Development of a plan to ensure compliance with any applicable teacher and instructional aide requirements.
	<b>Review and comment on the LEA's reclassification procedures.</b>
	<b>Review and comment on the written notifications required to be sent to parents and guardians.</b>
	Under the local control funding formula, LEAs with at least 50 ELs and whose total enrollment includes at least 15 percent ELs must establish a DELAC, and that DELAC must carry out specific responsibilities related to the LCAP. If the DELAC acts as the ELAC under <i>EC</i> sections 52063(b)(1) and 52062(a)(2), the DELAC shall also review and comment on the development or annual update of the Local Control and Accountability Plan (LCAP).



# Pasadena Unified School District

Language Assessment Development Department  
District English Learner Advisory Committee (DELAC)

Juan Ruelas, Director  
Arnold Rene Saldivar, Coordinator

351 S. Hudson Ave, Room 209  
Pasadena, CA 91109  
Tele: 626.396.3600 ext. 88285  
Fax: 626.683.0728

Begonia Bautista, President  
OPEN, Vice-President  
Maria Chavez, Secretary  
Alma Garnica/Beatriz Zepeda,  
Parliamentarian

February 22, 2021

## Schools in attendance

*Washington Elementary, Washington Middle School, Longfellow, Field, Sierra Madre Middle School, Sierra Madre Elementary, Blair, Eliot, Marshall, Madison, San Rafael and Jackson*

1. **Welcome:** *Begonia Bautista, chair*
2. **Call to order:** 6:03 p.m.
3. **Approval of the agenda:** Dora Flores made a motion to approve the agenda. Begonia Bautista second. All in favor.
4. **Reading and approval of the January minutes:** Luz Madera made a motion to approve the minutes. Alma Garnica second. All in favor.
5. **Creative Wellness Presentation:** *Karen Anderson, Arts & Enrichment Coordinator*  
Hosting Tia Chucha's Cultural Center. Tia Chucha is a cultural center rooted in ancestral knowledge, literacy, and the power of the arts. The interactive presentation was hosted by guest speakers Rebecca and Fredy. During the interactive presentation the guest shares story time, music and dance followed by a writing activity for attendees to share their thoughts on the presentation and how it made them feel. Tia Chucha will be back to DELAC March 15, 2021. How to contact Tia Chucha's Center:  
Email- [rebecca@tiachucha.org](mailto:rebecca@tiachucha.org) Website- [www.tiachucha.org](http://www.tiachucha.org)
6. **LADD Report:** *Renee Saldivar, LADD Coordinator*  
Thank Karen Andersson and the guest speakers Rebecca and Fredy Representatives of Tia Chucha's center for the wonderful presentation.  
Schools have started ELPAC testing. Washington Middle School has gone through the application process to open up an English Learning Pod. The application has been accepted and will open for students to start getting much needed intervention and support next week.
7. **LADD Update:** *Juan Ruelas, LADD Director*  
No new Updates
8. **ELAC Report:** *ELAC Representatives*  
**Madiso**, the new mayor of Pasadena will be visiting and recognizing the school, he was a student there. Madison appreciates all the help they have received to help special education students and English Learners. The school is thankful for the two (2) Instructional Coaches but it's still not enough, they are both working directly with the students. The school has 237 English Learners and they are asking for more help. Teacher Elena Camarena did the SPSA training. Chair, Begonia as the representative to report back on what kind of extra help is the school requesting. **Longfellow**, Meetings are still low in attendance. Shared that based on school data students in 3rd, 4th and 5th are scoring the lowest and need the most help. Gena Hernandez the coach has been working very hard, the school has currently 123 english Learners. School is currently doing ELPAC testing.



# Pasadena Unified School District

Language Assessment Development Department  
District English Learner Advisory Committee (DELAC)

Juan Ruelas, Director  
Arnold Rene Saldivar, Coordinator

351 S. Hudson Ave, Room 209  
Pasadena, CA 91109  
Tele: 626.396.3600 ext. 88285  
Fax: 626.683.0728

Begonia Bautista, President  
OPEN, Vice-President  
Maria Chavez, Secretary  
Alma Garnica/Beatriz Zepeda,  
Parliamentarian

Attendees receive information about the grade incentive program. Also, Jasmine De LA Torre was present and she has been very helpful offering information on community resources. The school has purchased online books for the library and student used while in virtual learning. **San Rafael** held their monthly meeting February 18. The Principal reported on what the plan is for a safe reopening of schools grades k-2nd. Students have access to PAPER online tutoring. The school will continue ELPAC testing and will have a presentation from artist Jose Luis Orosco at their next meeting. Be on the lookout for the Science Fair that's coming up soon. **Jackson** held an informational meeting. Review the safety guidelines for a safe reopening of schools grade k-2nd. **Blair** held their monthly meeting on february 4th. We had a special guest from Madison who has a new group of officers and wanted to learn more on how to run their meeting. Wendy Duran from CAP presented the attendees with information recording college help and applications. ELAC secretary resigned her position but a new secretary has been elected. PHS, held their monthly meeting February 16. ELPAC testing has started. After school tutoring has started and with Mrs Herrera. The Community Assistant has done an excellent job updating the school website with Spanish content. Suzzane from the Community and Parent Engagement department share information regarding wellness workshops, parent university and all the workshops they are currently offering. **Don Benito**, ELPAC testing has started. Development of ELAC recommendations has started and will be presented to SSC to help in the development of the SPSA. **Washington Elementary** held its monthly meeting February 19. Principal, shared how the carry over has been spent as well as the new budget and how the amount continues to decline due to low enrollment. The school has continued to have grade level meetings with teachers which will help identify root cause analysis to better plan for next school year SPSA. The Instructional Coach School has 137 El students. ELPAC has started but the steps for students and teachers are multiple and it is proving to be very stressful for both teachers and students. School is requisition substitutes for grades 3-5th so that teachers can help students with ELPAC testing and the many technical difficulties students are having. The goal is for all 3rd -5th grade students to finish their ELPAC before the SBAC test is here. Based on school data all students are making progress but ELs are still scoring lower than the rest. Coach recommendation to parents is to have their children continue working on IXL Language arts and Iready everyday to help them better their skills in reading, vocabulary and math. Teacher observation- there is a language barrier between teacher and parent, students are missing class, students not engaging and turning cameras off during learning time. Students not working on their ELPAC when they are supposed to. **Eliot** had a presentation on grade incentive programs. The librarian offers information on online books. ELAC information page has been added to the school webpage. School continues to use scholastic magazines with ELs. After school tutoring will continue on Tuesdays and Wednesdays. Eliot is the school that has used PAPER tutoring more than any other school. Afterthoughts were shared after having hosted Science Night for 4 consecutive days. Wednesday 24 Eliot will be doing food distribution for families in need from 9-12 first come first serve. **Washington Middle** Principal asked parents to fill in a survey that has been emailed to them and asked for their suggestions. The suggestions will help in the planning development of recommendations to SSC and the SPSA. The plan will be presented to the board in April. The Development and assessment of school needs will continue. The plan is to continue



# Pasadena Unified School District

Language Assessment Development Department  
District English Learner Advisory Committee (DELAC)

Juan Ruelas, Director  
Arnold Rene Saldivar, Coordinator

351 S. Hudson Ave, Room 209  
Pasadena, CA 91109  
Tele: 626.396.3600 ext. 88285  
Fax: 626.683.0728

Begonia Bautista, President  
OPEN, Vice-President  
Maria Chavez, Secretary  
Alma Garnica/Beatriz Zepeda,  
Parliamentarian

tutoring after school when schools return back to school. It is very difficult online because although at the beginning groups are large it has declined over time. Students aren reporting back after school is over. The goal is to reclassify as many students before they go to high school. Wendy Duran from CAP was at the meeting and shared that she will be at washington for 1 week having talks with the students during their advisory period. ELD Coach- shared that the ELPAC testing has started, but students aren't engaging and walk away during the test, turn off their cameras and it is hard to get a hold of parents because a language barrier between teachers and parents exist. The group was also informed that 8 students have reclassified. **Sierra Madre** held their monthly meeting on February 9. Many suggestions where shared to help improve grades and paper report cards will get sent home. Middle school currently has 13 Els. ELPAC testing has started. Working in the development of ideas to attract more parents to the monthly meetings. Had a presentation regarding ventilation and the safety guidelines for a safe reopening of schools.

9. **DELAC Report:** *Begonia Bautista, DELAC Chair*

All the ELACs continue development of recommendations that will be presented to SSC.

10. **Open forum:**

- Wendy Duran from CAP gave information on datelines for application assistance for Juniors and Seniors.
- Suzzane Berberian from the Community and Family Engagement, share information for parents about workshops, and food distribution at 4 different sites Eliot, Jackson, Webster and Altadena. Computer courses for adults are available/University: <https://pasadena.instructure.com/courses/8336>
- Laura Allen from PEN is happy that the schools are listening to parents suggestions and concerns. She invited all parents to join the PUSD DELAC and PEN Facebook groups a lot of information and resources are shared for families here. A lot of information is out there for families, they just need to get informed and take advantage of all the programs.

11. **Adjourned:** 8:34 pm.