



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

February 22, 2021

Members Present: ELAC Officers: _____ ELAC Members: _____ School Staff: _____ District Guests: _____ Community Members: _____ TOTAL: _____

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"/>	The DELAC shall advise the school district governing board on all of the following tasks:
	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.
<input checked="" type="checkbox"/>	Review and comment on the LEA's reclassification procedures.
	Review and comment on the written notifications required to be sent to parents and guardians.
	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

January 25, 2021

- Welcome:** *Begonia Bautista, chair*
Call to order: 6:10 p.m.
- Approval of the agenda:** William Creim made a motion to approve the agenda. Dora Flores second. All in favor.
- 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*
- Reading and approval of the November minutes:** Dora Flores made a motion to approve the minutes. Connie de la Torre second. All in favor.
- Creative Wellness Workshop Coming Up:** *Karen Anderson, Arts & Enrichment Coordinator*
We will be hosting a workshop. The workshop is to promote creative wellness and will be 40 min long. Families are encouraged to participate.
- PUSD Grading Incentive Program:** *Laura Allen Diaz, PEN Representative*
PEN provides support and resources for PUSD parents. Students are performing lower this semester and have received Ds and Fs and most are from secondary school. There are many reasons why students have lower grades some of those reasons are, distance learning due to COVID, tech issues, no hotspots, not motivated, lack of support and health problems.
PUSD offers multiple services to help support students while in distance learning. PEN wants to encourage parents to find out about all the programs and to take advantage of them. PUSD is giving students the opportunity to improve their first semester grades if they get As or Bs for the same class with a bad grade in the first semester.
- LADD Report/Understanding the ELPAC:** *Renee Saldivar, LADD Coordinator*
The ELPAC is a test that measures students' understanding of English when it is not their primary language. It provides information to teachers to better help your child in the classroom and informs parents about the progress the student has made in learning English. Students are tested in 4 different areas, **listening, speaking, reading and writing**. All students whose first language is not English are required to take the ELPAC every year until they reclassify. ELPAC has two assessments; the Initial ELPAC, helps identify new students whose primary language is not English and place them in the English learner program or determine the student is proficient in English. Summative ELPAC, helps monitor the students progress while they are in the English Learner program. Students will continue to take the test every year until they are reclassified. All students who take the ELPAC will receive a Student Score Report. The report will show how your child did in each of the 4 domains and will give them an overall score on a 1 to 4 scale.
How You Can Help Support Your Child's Success, always go to your student's teacher first if you have any questions. Ask your child's teacher: *In what areas is my child doing well? In what areas might my child need some extra support? How can I help support my child at home? How are you supporting my child at school?*
Understanding ELPAC Parent Manual: <https://elpac.startingsmarter.org/es/>



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

ELPAC practice test: <https://www.elpac.org/>

8. **LADD Update:** *Juan Ruelas, LADD Director*

Testing of all EL's in PUSD will begin on February 1st. All schools are being trained and can access EL lists from TOMS, the online interface, as well as a physical list and forms that LADD provides. Supports will be provided to schools with higher %. LADD has replaced the Assessment Center Technician position with a new hire. ITS has notified LADD of 300 hotspots arriving for ELs/RFEPs. LADD has created a system of checking out that needs to be approved by ITS. **Question:** The 300 new hotspots are outstanding request or new requests for new families? How was the amount needed determined? **Answer:** The new hotspots are not outstanding requests, they are for students that might need them now. Hot spots were ordered based on what we thought our growth in ELs would be also based on what we heard from the various groups requesting hot spots for students.

9. **ELAC Report:** ELAC Representatives

Eliot MS, held an informational meeting. Parents were informed that the annual ELPAC test will start in Feb. **Washington MS**, The school is not using Scholastics magazines because English Learners work with the program read 180 most of the time. LEARNs small pods are not accepting new students into existing small pods, but if there is enough interest new groups can be opened. Any student who wants to participate in school programs must have their immunization record up to date. The process of opening a small pod of 12 students for English Learners will continue and is awaiting for approval. The school will start working with one group and if they are successful they plan to open a second group. **Washington ES**, Grade level math and English data was reviewed to begin working on goals for the SPSA. PUSD planned to start reopening school mid February. We have awards and certificates for students who have reclassified from last year and a few from this past fall. **Field ES**, had their monthly meeting and did not have a good show. Usually parents show up at the first meeting and then they don't return. The plan for the upcoming ELPAC was discussed. **San Rafael ES**, held their monthly meeting January 2. Parents were informed that PUSD has started vaccinating teachers and some are getting the vaccine. The possible return back to school will be Feb. 16, 2021. Report cards will be posted on the parent portal by february 25 and they will be mailed home by March. **Jackson ES**, Principal discusses the upcoming ELPAC test that starts from February-May. Principal also discussed the plan for a safe reopening of school for k-2nd. The school has applied for various grants. We have applied for a greening project of \$100,000. Through the PEF foundation and with the support of Anthony Portantino we are working on a grant of \$700,000. PTA along with help from collaborate Pasadena are working together in the effort to rename the school. By applying for all these grants we hope to become an example to all the other PUSD schools in the process to follow. **Madison ES**, Did not have a good show of parents, meeting was informational. Upcoming ELPAC testing was discussed as well as ideas to reach out to parents. As an effort to have parents show up to the meetings the idea of having multiple meetings more often at different times and days was discussed. **Longfellow**, we had an informational meeting, the ELAC role and responsibilities were discussed. We had a PAPER tutoring presentation. Yasmin de la Torre was in attendance. A tutoring teacher has not been assigned and we have not started the tutoring. **Blair**, ELAC meeting was held January 7. Attendance was discussed and what are the next steps for action because many students are not showing up to school. Socorro ROcha was in attendance to talk about the various resources there are for families in need. If families need food housing etc she can help out.



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

Sierra Madre, The PUSD Grading Incentive program was discussed. Attendees were informed that PUSD has started a vaccination program but staff is not obligated to get the vaccine; it is optional. School has started a new incentive program in which students are rewarded for turning on their cameras, this effort is for students to connect with teachers and encourage student participation. We were informed that school might reopen in mid February. Still looking to increase parent attendance to our ELACs.

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

Just a reminder to all the ELACS to start reviewing data and start thinking and working on their ELAC recommendations to be presented at their school sites.

11. Open forum:

- Suzzane Berberian, Computer courses for adults are available/University:
<https://pasadena.instructure.com/courses/8336>
- ELACs to go back to your schools and inform yourselves about all the programs that are available for the ELs and if they are being used. Many schools have resources that are not being used. For future planning if resources are not being used at school sites they can probably be distributed to other schools that can benefit, for example Madison, a school with a large number of ELs.
- For Students with Learning disabilities it would be a good idea for Instructional Coaches to sit in the IEP meetings.

Adjourned: 8:37 pm