



Santa Barbara Unified School District

Main Office 720 Santa Barbara Street Santa Barbara, CA 93101 Phone: 805.963.4338 | TDD: 805.963.7734

MINUTES/ACTAS

Time Certain / Tiempo Cierto	Agenda/Orden del día District Emergent Multilingual Learner Advisory Committee/Comité Asesor de Alumnos Multilingües Emergentes del Distrito Thursday, October 10, 2024/Jueves 10 de octubre del 2024 6:00pm -7:30pm District Board Room /Sala del Consejo de Educación del Distrito	
5:45 pm	Doors Open for Dinner	Puertas abiertas para la cena
6:00-6:04	1. Call to order & Welcome Message, Irlanda Gomez, DEMLAC Co-President	1. Llamada al orden y Bienvenida, Irlanda Gomez, Co-presidenta de DEMLAC
6:04-6:05	2. Language Access Interpretatio, Odilia Gutierrez, DEMLAC Co-President Advisor	2. Interpretación de Acceso Lingüístico y Introducciones, Odilia Gutierrez, Asesor de co-presidentes
6:05-6:10	3. Introductions, Margarita Mendoza, DEMLAC Co-President Advisor <ol style="list-style-type: none"> a. DEMLAC Executive Members Introductions b. Introduction, Educational Equity & Multilingual Services Director, Dr. Deborah Martinez & Family Engagement Liaison, Janina Martinez <ol style="list-style-type: none"> 1. Odilia Gutiérrez, Co-President / Co-Presidente 2. Irlanda Gomez, Co-President / Co-Presidente 3. Viridiana Victoria, Secretary / Secretaria 4. Rosy Alcalá, Parliamentary / Parlamentaria 5. Marina Zarate, co-president Advisor 6. Margarita Mendoza, co-president Advisor c. DEMLAC Committee Welcome, all school representatives and the executive members comprise DEMLAC 	3. Introducciones de parte de los miembros ejecutivos de DEMLAC, Margarita Mendoza, DEMLAC Co-President Advisor <ol style="list-style-type: none"> a. Bienvenidos miembros ejecutivos de DEMLAC b. Introducción, Directora de Equidad Educativa y Servicios Multilingües, Dra. Deborah Martinez & Enlace de participación familiar, Janina Martínez <ol style="list-style-type: none"> 1. Odilia Gutiérrez, Copresidenta / Copresidente 2. Irlanda Gómez, Copresidenta / Copresidente 3. Viridiana Victoria, Secretaria / Secretaria 4. Rosy Alcalá, Parlamentaria / Parlamentaria 5. Marina Zárata, Asesor de co-presidentes 6. Margarita Mendoza, Asesor de co-presidentes c. Comité DEMLAC Bienvenidos a todos los representantes escolares y los miembros ejecutivos conforman DEMLAC
6:10-6:15	4. DEMLAC Reps Roll call, Viridiana Victoria, DEMLAC	4. Llamada presencial de Representantes de DEMLAC, Viridiana

	Secretary	Victoria, Secretaria de DEMLAC
6:10-6:20	<p>5. Public Comment Directions & Norms/Agreements, Rosy Alcalá, DEMLAC Parliamentarian</p> <ul style="list-style-type: none"> a. Provide Directions on Public Comment Protocol b. Review of 2023-24 Norms c. Selections of Norms/Agreements for 2024-25 	<p>5. Instrucciones para comentarios públicos y normas/acuerdos, Rosy Alcalá, parlamentaria de DEMLAC</p> <ul style="list-style-type: none"> a. Proporcionar instrucciones sobre el protocolo de comentarios públicos b. Revisión de las normas 2023-24 c. Selecciones de normas/acuerdos para 2024-25
6:20-6:25	<p>6. Committee Reports, Rosy Alcalá, DEMLAC Parliamentarian</p> <ul style="list-style-type: none"> a. Special Education Advisory Committee (SEAC), 	<p>6. Informes del comité, Rosy Alcalá, parlamentaria de DEMLAC</p> <ul style="list-style-type: none"> a. Comité Asesor de Educación Especial (SEAC),
6:25-6:35	<p>7. Old Business, Viridiana Victoria, DEMLAC Secretary</p> <ul style="list-style-type: none"> a. Approval of Minutes from: April 24, 2024 & May 23, 2024 	<p>7. Asuntos previos, Viridiana Victoria, Secretaria del DEMLAC</p> <ul style="list-style-type: none"> a. Aprobación de las actas de: 24 de abril del 2024 & 23 de mayo del 2024
6:35-7:00	<p>8. New Business, Co-President & Co-President Advisor</p> <ul style="list-style-type: none"> a. DEMLAC Committee Vacancies for 2024-25, Odilia Gutierrez, DEMLAC Co-president <ul style="list-style-type: none"> i. Parliamentarian Vacancy ii. Procedures for Nominations & Voting b. Review & Open Revisions to DEMLAC Bylaws, Marina Zarate Co-President Advisor c. Parent Notifications Review & Feedback, Dr. Deborah Martinez, Director of Educational Equity & Multilingual Learner Services 	<p>8. Asuntos nuevos, Copresidenta y Copresidenta Asesora</p> <ul style="list-style-type: none"> a. Vacantes del Comité DEMLAC para 2024-25, Odilia Gutiérrez, Co Presidenta DEMLAC <ul style="list-style-type: none"> i. Vacante parlamentaria ii. Procedimientos para Nominaciones y Votación b. Revisar y abrir revisiones a los estatutos de DEMLAC, Marina Zarate Copresidenta Asesora c. Revisión y comentarios de notificaciones para padres, Dra. Deborah Martinez, Directora de Equidad Educativa y Servicios para Estudiantes Multilingües
7:00-7:20	<p>9. EMLAC Site Reports, Viridiana Victoria, DEMLAC Secretary</p>	<p>9. Informes de los EMLAC de las escuelas, Viridiana Victoria, DEMLAC Secretary</p>

7:20-7:25	10. Public Comments , Rosy Alcalá, DEMLAC Parliamentarian (2 min per person). Members of the public may address the committee on any matter on the agenda, or on other subjects within the jurisdiction of the committee. Individuals will normally be limited to a maximum of two minutes each.	10. Comentarios públicos , Rosy Alcalá, DEMLAC Parliamentarian (2 min por persona). Los miembros del público pueden dirigirse al comité sobre cualquier asunto del orden del día o sobre otros temas de la jurisdicción del comité. Los individuos normalmente estarán limitados a un máximo de dos minutos cada uno.
7:25-7:30	11. Announcements , Odilia Gutiérrez, DEMLAC Co-President	11. Anuncios , Odilia Gutiérrez, DEMLAC Co-President
7:30	12. Adjournment , Rosy Alcalá, DEMLAC Parliamentarian	12. Clausura , Rosy Alcalá, DEMLAC Parliamentarian

MINUTES

1. Call to order & Welcome Message, Irlanda Gomez, DEMLAC Co-President

Meeting was called at 6:11 pm after allowing parents to settle in and enjoy their dinner provided by the District.

2. Language Access Interpretation, Odilia Gutierrez, DEMLAC Co-President Advisor

3. Introductions, Margarita Mendoza, DEMLAC Co-President Advisor

Each of the executives introduced themselves. Margarita introduced Dr. Martinez and shared that our District Family Liaison was not in attendance today.

4. DEMLAC Reps Roll call, Viridiana Victoria, DEMLAC Secretary

Viridiana goes through roll call. 11 out of 16 DEMLAC Reps present. The executive team was present, except one of the co-presidents who was not in attendance. The quorum is established, and any voting can be made with validation.

Elementary			
<u>Adams Elementary School</u> : No Rep	<u>Cleveland Elementary School</u> : No Rep	<u>Franklin Elementary School</u> : No Rep, Assistant Principal was present.	<u>Harding University Partnership School</u> : Present.
<u>McKinley Elementary School</u> : Present	<u>Monroe Elementary School</u> : Present	<u>Roosevelt Elementary School</u> : Present	<u>Santa Barbara Community Academy</u> : Present

<u>Washington Elementary School</u> : No Rep			
Secondary			
<u>Goleta Valley JH</u> : No Rep	<u>La Colina JH</u> : Present	<u>La Cumbre JH</u> : Present	<u>Santa Barbara JH</u> : No Rep
<u>Dos Pueblos High School</u> : Present	<u>San Marcos High School</u> : Present	<u>Santa Barbara High School</u> : Present	

4. Review of Norms & Announcement of Public Comment, Rosy Alcalá, DEMLAC Parliamentarian

Rosy Alcalá begins review of Norms and Expectations.

Rosy Alcalá reviewed the 2023-24 norms, and at the same time, she presented Executive DEMLAC's proposed agreement statements for the members to review and decide upon for 2024-25.

The DEMLAC representatives from each school received a small bag containing four slips of paper with which they could vote for four out of the eight agreements presented. Five agreement statements were selected, as they received the most votes, and these will be implemented for the 2024-2025 school year.

The following are the five agreements:

1. Respect the Limitations of time
2. Please have only one person speak at a time. Only ask questions and make comments relevant to the topic.
3. Be prepared to share your ideas and suggestions
4. Respect the various perspectives in the room
5. Stay with our collective purpose so that our comments benefit the meeting topics

5. Public Comment Directions, Rosy Alcala, DEMLAC Parliamentaria

Rosy explained the protocol for the public comment. The public comment cards are given to the non-DEMLAC reps and non-alternate reps as the cards are meant for the outside public who is present.

6. Committee Reports, Rosy Alcala, DEMLAC Parliamentarian

- b. Special Education Advisory Committee (SEAC)
Janina Martinez did not attend; there is no report.

7. Old Business, Viridiana Victoria, DEMLAC Secretary

A parent inquired about the meeting minutes, asking for clarification as to what was included in the meeting packet. The meeting packet included the meeting minutes for the April 24th and May 23rd DEMLAC's public meetings from 2023-24 school year.

A parent asked about the April 24, 2024 meeting and would like a follow-up on the statistics of the graduates who received the State Seal of Biliteracy. Dr. Martinez committed to bringing updated information to the next meeting.

b. Approval of Minutes from: April 24, 2024 & May 23, 2024

The following motions were conducted:

Motion for approval April 24:

First motion - Nuh Kimbwala

Second motion - Odilia Gutierrez

Minutes approved as presented. **Yes**

Motion for approval April 24:

First motion - Nuh Kimbwala

Second motion - Xochitl Tafoya/Edi Morales

Minutes approved as presented. **Yes**

8. New Business, Co-President & Co-President Advisor

d. DEMLAC Committee Vacancies for 2024-25, Odilia Gutierrez, DEMLAC Co-president

i. Parliamentarian Vacancy

Odilia informed that the position of parliamentarian will be vacant, as Rosy Alcalá has completed her second consecutive year in the role. The voting form for the new parliamentarian will be sent via Parent Square. She also gave a brief summary of the parliamentarian's duties and responsibilities.

ii. Procedures for Nominations & Voting

Parent inquired about who can run for the position and DEMLAC co-president advisor explained that any EML parent can run, but parents of RFEP students can also run as the DEMLAC composition is to be 51% parents of EML, leaving 49% to include RFEP families or other. A parent inquired about the co-presidents advisor role and if that was going to be re-opened and co-president advisor, Marina explained that the purpose of this role is to ensure that a member of the executive committee, after completing a maximum of two years in their term and possessing the necessary skills, experience, and knowledge, can guide the new committee members and that position is not voted, but rather the parent exiting the executive position can chose to serve as an advisor. Mariana shared a history of this practice and that the purpose of the advisor position was important to continue following up on matters discussed during previous years' meetings and share the collective knowledge of that year. DEMLAC members discussed this practice further and some suggested that the cio-advisor could be opened for any former DEMLAC executives from other years, and the team decided to table this conversation as the parliamentarian can chose to serve as co-president advisor and that would allow for the continuity that was thought about when this practice was introduced years ago.

e. Review & Open Revisions to DEMLAC Bylaws, **Marina Zarate Co-President Advisor**

Marina began the review of the 2023–2024 bylaws. These bylaws were reviewed during the DEMLAC executive team meeting in August and during the DEMLAC Representatives Training on September 17th allowing members time to read them, share their thoughts and offer suggestions. Co-president advisor Marina reviewed each section and highlighted the sections in “red” illustrated the suggestions given from the members during the training. Marina mentioned that in the draft copies, the changes or modifications to the bylaws could be seen in red text. It was highlighted that Section 6, 'Advisory President,' was added to Article IV, as this role was not included in the previous year's 23-24 bylaws. The DEMLAC members provided further feedback to the bylaws and it was agreed to bring the draft back on the following meeting as the team did not feel ready to vote. They wanted to take the draft home and review it some more.

f. Parent Notifications Review & Feedback, **Dr. Deborah Martinez, Director of Educational Equity & Multilingual Learner Services**

Dr. Martinez spoke about the notifications parents receive regarding the assessment results of emerging multilingual students. Parent mentioned that it would be helpful if the letters were sent in both English and Spanish, as she only received it in English. Another member commented that they had trouble accessing the information. It was also mentioned that the information contains many acronyms, which are not always clear, and it was suggested to follow up on this by providing a list of acronyms to be shared with their EMLAC.

9. EMLAC Site Reports, Viridiana Victoria, DEMLAC Secretary

Viridiana elicits the school reports.

- Adams Elementary School: No Report
- Cleveland Elementary School: No Report
- Franklin Elementary School: No Report
- Harding University Partnership School: September 24 was their last meeting and their next meeting will be October 29.
- McKinley Elementary School: Last Monday, September 30 was their last meeting.
- Monroe Elementary School: Monroe held their last EMLAC on Sep 3rd, provided welcome and discussed goals. During Back to School Night (BTSN) the committee welcomed more parents to participate in EMLAC– Dr. Martinez was present in the BTSN event. They will have a festival on Oct 27th. Monoe teachers are grieving the loss of a beloved teacher who they are going to miss greatly. The school is preparing a memoir in memory of her life.
- Roosevelt Elementary School: The last EMLAC was on Sep 24th– the reclassification process was explained. The BTSN was held on August 28th and their next EMLAC will be on Oct 22nd.
- Santa Barbara Community Academy: SBCA's Principal holds EMLAC during coffee with the principal at 8:30AM– they discussed EMLAC communication strategies and worked with the Family Liason on ways to promote EMLAC. They have discussed the reclassification process.
- Washington Elementary School: No Report
- Goleta Valley JH: No Report

- La Colina JH: November 6th will be the first EMLAC meeting.
- La Cumbre: September 24th was their last EMLAC meeting.
- SB Junior High: No Report
- Dos Pueblos: September 16th was their first meeting. 14 attendees. 7 new parents.
- San Marcos: September 9 was their last meeting. 19 attendees.
- SBHS - September 30 was their Newcomer welcome meeting.

10. Public Comments, Rosy Alcalá, DEMLAC Parliamentarian (2 min per person).

Parents commented on how the students are monitored once they are reclassified. She expressed that her son's English is at level 2, to which Dr. Martinez explained that when a student is an emerging multilingual learner, they are enrolled in an English Language Development course to further develop their English skills and in the English class, as a subject, they are evaluated at an academic level of that grade level.

A parent suggested that it would be helpful to receive all the supporting documents with the DEMLAC agenda 10 days in advance to the scheduled meeting. Dr. Martinez shared with the team that an effort can be made to meet such a request, but The Greene Act guidelines stipulate that the requirement is to provide the agenda, date, location and time of the meeting 72 hours in advance, which is a met requirement every meeting. She expressed understanding that 72 hours may feel like a limited time and could try to provide the information earlier, but cannot commit to the request 10 days in advance.

Parents would like to see statistics on the children's progress to know what is working or not in the schools. Dr. Martinez will be sharing progress data in future meetings. Parents inquired about the funding allocated for child care in each school. There were questions about school budgets and it was discussed that all schools have a Single Plan for Student Achievement (SPSA) and the details of such plans are best described by the school leadership team of each school. The District budget is illustrated in the District LCAP and parents will continue to be invited to provide input. The community also provides input on the development of LCAP and its budget as that is an annual protocol that is followed by local control responsibilities.

11. Announcements, Odilia Gutiérrez, DEMLAC Co-President
Next DEMLAC meeting will be November 14, 2024.

12. Adjournment, Odilia Gutiérrez, DEMLAC Co-President
Odilia adjourned the meeting at 8:44pm.