



**District English Learner Advisory Committee (DELAC)**

November 18, 2025

9 a.m. to 11 a.m.

**Meeting Minutes**

<b>Agenda Item</b>	<b>Summary of Items and Discussion</b>
<b>I. Call to Order</b>	The meeting was called to order at 9:05 AM.
<b>II. Welcome Opening and Attendance</b> A. Strategic Plan Priorities B. Meeting Norms	<p><b>Grace Vega</b>, one of our EL Program Specialists, began the meeting by informing the committee of our district’s strategic plan priorities and pillars. Grace then explained and demonstrated our meeting norms.</p> <p>In attendance on Zoom were:</p> <ul style="list-style-type: none"> <li>● Sylvia Ghobrial, Parent Representative – Buena Vista</li> <li>● Amanda Stangl, Parent Representative – Van Horn</li> <li>● Patti Galvez, Parent Representative – Sing Lum</li> <li>● Martha Mayorga, Parent Representative – Miller</li> <li>● Teresita Baeza, Parent Representative – Highgate</li> <li>● Mandeep Riar, Parent Representative – Whitley</li> <li>● Liliana Montoya Ramirez, Parent Representative – Seibert</li> <li>● Jessica Gonzalez, Parent – Mountain View</li> <li>● Andrew Tibbetts, Assistant Principal – Highgate</li> <li>● Jacqueline Bolden, Academic Coach – Whitley</li> <li>● Ian Elliot, Assistant Principal – Laurelglen</li> <li>● Lana Martin, Principal – Thompson Jr. High</li> <li>● Daniel Hansford, Principal – Buena Vista</li> <li>● Arika Jackson, Principal – Sandrini</li> <li>● Carolina Lopez, Family Liaison – Seibert</li> <li>● Jeff Maberry, Academic Coach – Reagan</li> </ul> <p>In attendance in person were:</p> <ul style="list-style-type: none"> <li>● Xinting Yang, Parent Representative – Hart</li> <li>● Gabriela Alcaraz Reyes, Parent Representative – Loudon</li> <li>● Monica Navarrete, Stonecreek Jr. High</li> <li>● Maria Moreno Leyva, Parent Representative Stonecreek Jr. High</li> <li>● Liliana Garza, Parent Representative – Old River</li> <li>● Ana Huitzil, Parent – Old River</li> <li>● Kathy Josephson, Principal – Old River</li> <li>● Tiffany Brasier, PBVUSD Human Resources</li> <li>● Miryea Perez, PBVUSD Human Resources</li> <li>● Silvia Amaya, PBVUSD Human Resources</li> </ul>
<b>III. Public Comment</b>	At the time there was no public comment Grace explained that the public comment period is an opportunity for parents of English learners to share their opinions, concerns, and support for proposed changes.
<b>IV. Approval of Minutes</b> Motion, Second, and Vote	The committee reviewed and approved the minutes from the previous meeting. A motion to approve was made by Maria Moreno Leyva from Stonecreek and seconded by Brenda Casillas from Mountain

<b>V. Old Business</b> A. None	None.
<b>VI. New Business</b> A. DELAC Responsibilities B. DELAC and ELAC Bylaws C. DELAC Elections D. Identification of Multilingual Learners E. English Language Development F. Family Stories G. Reclassification Information H. District EL Data	A. Grace began by informing the committee about the responsibilities of the DELAC. The committee reviewed the expectations for DELAC site representatives, which include attending scheduled DELAC meetings, sharing information with their school sites during ELAC meetings, and participating in motions and voting. In the absence of the site representative, the Alternate Representative will assume these responsibilities. The committee was also reminded that DELAC’s purpose is to advise the district on the English Learner program and support efforts to better serve EL students. B. A brief explanation of bylaws was provided, noting that they are rules established by an organization to guide its operations. The committee was informed that the DELAC Bylaws will be revised at the end of the academic year, with additional information to be shared at a later time. The purpose of ELAC was also reviewed: to advise on the development of the school plan for English learners, submit recommendations to the School Site Council for the SPSA, and assist with the school’s needs assessment. C. Grace informed the DELAC that there are currently vacancies for the Vice-Chairperson and Secretary positions. She also reviewed the roles and responsibilities associated with each position. D. The committee then reviewed the English Learner (EL) placement process. A visual representation of the process was presented to illustrate each step. The process begins with the Home Language Survey (HLS), which is completed when a student first enrolls in a California school. Three key questions on the HLS are examined. If a language other than English is indicated in any of these questions, the student receives a To Be Determined (TBD) language status. If all answers indicate English, the student is designated as English Only (EO). Students with a TBD status are administered an initial English language proficiency assessment. Based on the results, a student may be identified as Initially Fluent English Proficient (IFEP) or as an English Learner (EL). English Learners continue to be assessed annually until they meet the criteria for reclassification, at which point they exit EL services. E. Toni Sanchez, EL Program Specialist from the ACT Department explained to parents that for elementary students, Benchmark Advance is the curriculum used for designated ELD, and that it aligns with students’ ELA curriculum that is being used daily. Toni also showed and explained what the curriculum English 3D looks like, and that this is the curriculum used for the designated ELD class period. F. Toni then shared that the Family Stories program is currently in progress; however, families may still join at any of the participating schools. The participating schools are Berkshire, Old River, and Laurel Glen, and an additional session will begin at Sandrini during the school day in January. Districtwide sessions will restart in the spring. She explained that Family Stories is a course designed to encourage reading at home. Parents are

	<p>taught reading strategies and read through a different book each week, provided in both English and Spanish.</p> <p>G. Grace Vega presented information on the district's reclassification criteria. She explained that the California Department of Education provides statewide criteria, and each district must establish a locally approved process that aligns with those requirements. The criteria were shown to parents, and Grace noted that this information is also available on the district website in both English and Spanish.</p> <p>H. Grace then reviewed current EL data within the district. At the beginning of the year, the district had a total of 2,466 English Learners, including 364 Newcomers, 340 Long-Term English Learners, and 266 Dually Identified Students. Additionally, 783 students scored an overall 3 on the Summative ELPAC, and 287 students scored an overall 4. A total of 317 students will have officially been reclassified as of November 21, 2025.</p>
<p><b>VII. Announcements and Next Meeting Date</b></p> <p>A. Upcoming DELAC Meeting Date: Dec. 16, 2025</p>	<p>A. Our next DELAC meeting will be on December 16, 2025. It will be held in the District Board Room and will also be offered via Zoom for those who cannot attend in person.</p>
<p><b>VIII. Adjournment Motion, Second, and Vote</b></p>	<p>A motion to adjourn the meeting was made by Xinting Yang and seconded by Liliana Garza. The meeting was adjourned at 10:44 a.m.</p>