

District English Learner Advisory Committee (DELAC) Meeting
December 18, 2026
Minutes
9:00 a.m.

Meeting Called to Order: 9:12 a.m.

I. Welcome by Miriam Gonzalez. The schools present are Jefferson, York (via Google Meet) Hawthorne Middle School, Hawthorne Math and Science Academy, Washington, Bud Carson, Prairie Vista MS, and Zela Davis. The schools not present are Eucalyptus and Ramona.

II. Review of DELAC Responsibilities

DELAC shall advise the school district governing board on all of the following tasks:	Date Completed
Development of a district master plan, including policies guiding the consistent implementation of English learner educational programs and services that take into consideration the Single Plan for Student Achievement (SPSA).	12/18/2025
Conducting a district-wide needs assessment on a school-by-school basis.	12/18/2025
Establishment of district program, goals, and objectives for programs and services for English learners.	
Development of a plan to ensure compliance with any applicable teacher and instructional aide requirements.	
Review and comment on the school district's reclassification procedures.	8/28/2025
Review and comment on the written notifications required to be sent to parents and guardians.	8/28/2025
Review and comment on developing the Local Control and Accountability Plan (LCAP).	
The LEA must provide appropriate training materials and training, planned in full consultation with committee members, to assist members in carrying out their legal advisory responsibilities.	10/30/2025
The consolidated application must also include certifications by appropriate district advisory committees that the application was developed with the review and advice of those committees.	

III. Review of Minutes from October 30, 2025, Meeting

Ms. Gonzalez reviewed the October minutes. Mrs. Cota-Acosta motioned to approve them, and Mrs. Gonzalez seconded. DELAC members unanimously approved the October 30, 2025, minutes.

IV. New Business Items

- Development of a District EL Master Plan

Ms. Gonzalez informed the members that the EL master plan is being updated to align to the English Learner Roadmap. Ms. Gonzalez and a group of EL Special Projects teachers attended the EL Master Plan Institute last school year. At this institute, they learned how to align the plan with the 4 principles outlined in the roadmap. We have met throughout the year to update the plan, but it hasn't been completed. She shared the introduction and component one of the plan, which includes the following:

- Table of Contents
 - 4 Chapters
 - 10 areas
- EL Roadmap Summary
 - 4 Principles
- Chapter 1- Equitable, Coherent, and Sustainable Systems
 - Component 1: Commitment and Purpose
 - HSD Vision/ Mission
- Committee Members

- Reclassification Criteria- HMSA

Ms. Gonzalez informed the committee that the elementary and middle schools currently use i-Ready for reclassification. The high school used i-Ready last year but would like to switch to IXL this year. The decision to transition to IXL is based on its stronger alignment with the specific skill domains assessed on the ELPAC, its ability to provide more granular, real-time diagnostic data, and its direct connection to the targeted language development standards students are working toward. Additionally, HMSA students already use IXL regularly in both English and Mathematics, which means they are familiar with the platform.

V. Unfinished Business

- Officer Elections

- Officer elections were held, and Ms. Gonzalez shared the officer role descriptions at the last meeting. These descriptions were reviewed with the committee once more. Ms. Gonzalez asked the committee for nominations for the President, Vice President, and Secretary positions. The nominations were as follows:

- Nominations for President, Vice President, and Secretary

Nominations:

I. Portillo- President

J. Cota-Acosta- Vice President

M. Briceno- Secretary (declined nomination)

M. Rosales - Secretary

Three of the 4 nominated members accepted their nominations. The committee voted in person for the officers.

- President- Mrs. Portillo 10 votes
- Vice President: Mrs. Cota- Acosta 10 votes
- Secretary: 10 votes

- Comprehensive Needs Assessment

Due to time constraints, we were unable to share the comprehensive needs assessment for all the schools at the last meeting. The following schools shared: Jefferson, Washington, Zela Davis, Kornblum, and York. The needs are the following:

- Newcomer Support/Resources
- Designated ELD resources
- Materials for EL students
- Classroom aides to support EL students

- More after-school classes
- Parent volunteers
- Technology Parent Workshops

VI. Questions or Comments

Question: How often are students pulled by the English Learner Special Projects teachers?

Response: The teachers at the sites work with students for 30 minutes, 2-3 days a week.

Q: What happens to the students who don't pass the ELPAC assessment?

R: The Special Projects teachers analyze the ELPAC data each year. Teachers use this data to create support groups based on need. The goal for all English learners is to be reclassified as Fluent English Proficient. The small groups focus on designated ELD instruction across the 4 domains: listening, speaking, reading, and writing.

Comments: One member spoke, emphasizing the importance of reading and understanding the letters that show students' progress toward reclassification.

Meeting Adjourned: 10:43 a.m.

Next Meeting Date & Time: January 29, 2026 @ 9:00 a.m.