

District English Learner Advisory Committee (DELAC) Meeting
Thursday, October 30, 2025
Minutes

I. Meeting Called to Order: 9:00 a.m.

Welcome by Miriam Gonzalez

Ms. Miriam Gonzalez welcomed everyone to the DELAC meeting. Schools in attendance: Eucalyptus, Jefferson, Kornblum, Ramona, Washington, Hawthorne MS, Prairie Vista MS, and Bud Carson MS. Not in attendance: York, HMSA, and Zela Davis.

II. Review of DELAC Responsibilities

DELAC shall advise the school district governing board on all 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 takes into consideration the Single Plan for Student Achievement (SPSA).	
Conducting a district-wide needs assessment on a school-by-school basis.	
Establishment of district program, goals, and objectives for programs and services for English learners.	
Develop a plan to ensure compliance with applicable teacher and instructional aide requirements.	
Review and comment on the school district's reclassification procedures.	
Review and comment on the written notifications required to be sent to parents and guardians.	8/28/2025
Review and comment on the Local Control and Accountability Plan (LCAP) development.	
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.	
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 the August Meeting

Ms. Gonzalez reviewed the minutes from August 28, 2025.

Mrs. Acosta motioned to approve the minutes, and Mrs. Portillo seconded. DELAC members unanimously approved the August 28, 2025.

IV. Unfinished Business

V. New Business

- **DELAC Training**

Ms. Gonzalez informed the committee that each member's responsibility is to review and approve the bylaws. She distributed a copy of the bylaws to the members. The members were divided into five groups and assigned a section to read. The teams were given 10 minutes to read and annotate the document. After reading, each team appointed a presenter, who then provided a summary of each section. Ms. Gonzalez clarified each section for the members. The members had no questions and unanimously approved the document.

- **Officers**

Ms. Gonzalez reviewed the roles of the DELAC officers. The officers needed for the committee are the following: president, vice president, and secretary. Mrs. Acosta, 24-25, president, shared her experience and role as a president. The members decided to wait until the December meeting to elect the officers.

- **Comprehensive Needs Assessment**

Ms. Gonzalez informed the committee that the school sites develop a comprehensive needs assessment to guide the creation of the School Plan for Student Achievement. Teachers and parents provide input on school programs. ELAC provides input on English learner programs and then shares its feedback with DELAC. The team then consolidates the information into a single document for the district. As of today, the members did not have a copy of the document. Copies will be requested from the English Learner Special Projects teachers and will be shared at the next meeting.

VI. Questions or Comments

Q: Is Ramona the only school that offers the bilingual program?

R: Yes, as of now, Ramona is the only school offering the Two-Way Bilingual Program in the Hawthorne School District. She referred to the initial notification letter, which states the following: "Schools in which the parents or guardians of 30 students or more per school or the parents or guardians of 20 students or more in any grade request a language acquisition program that is designed to provide language instruction shall be required to offer such a program to the extent possible."

Comment: A parent shared that her child's English skills improved after enrolling in the after-school program and the camps offered by our school district.

VII. Future Meetings

- Conducting a district-wide needs assessment on a school-by-school basis.
- 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).

Meeting Adjourned: 10:31 a.m.

Next Meeting Date & Time: December 11, 2025 @ 9:00 a.m.