Hawthorne School District
Educational Services
2025-2026

District English Learner Advisory Committee (DELAC) Meeting
Thursday, August 28, 2025
Minutes

Meeting Called to Order: 9:10 a.m.

Welcome by Miriam Gonzalez

Ms. Miriam Gonzalez welcomed everyone to the first DELAC meeting of the year. She reminded everyone that representatives from the previous school year are invited to attend the first meeting because new representatives have not yet been elected at the school sites

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 June Meeting

Ms. Gonzalez reviewed the minutes from June 9, 2025.
Mrs. Acosta motioned to approve the minutes, and Mrs. Vazquez seconded. DELAC members unanimously approved the June 9, 2025.

IV. Review and comment on the written notifications required to be sent to parents and guardians

- **Annual/Initial Parent Notification Letters**

Ms. Gonzalez reviewed the forms being sent to parents: Annual Notification letters. She informed DELAC members that there had not been significant changes to the annual letter. The only update needed is the reclassification criteria.

The English Learner Special Projects teachers met in June to discuss the reclassification criteria. Last year, we began using the i-Ready assessments for criterion 4 of reclassification. The team agreed to use the 35th percentile on the reading assessment as one of the measures to inform reclassifications. I-Ready recommends using their assessment to determine if students are sufficiently proficient in the English language to participate effectively in a curriculum designed for students of the same age whose native language is English. The recommendation is the following:

We recommend using Spring i-Ready Diagnostic for Reading scores as one of several evidence components when making decisions about reclassifying English Learners. Specifically, English Learners whose spring i-Ready Diagnostic for Reading scores meet or exceed the district's mean score for non-English Learners, and fall within the standard error of measurement of that mean, may be considered for reclassification.

Identifying Reclassification Candidates in Your District

All the data in the table above is available through the export function in *i-Ready*. For assistance with the export function, please contact your Account team. This approach is, as stated above, only recommended in combination with other measures of student proficiency such as other test scores, teacher input, and administrator judgment. For reference, the mean SEMs for all grades on the *i-Ready Diagnostic* for Reading are below:

Grade	K	1	2	3	4	5	6	7	8	9	10	11	12
Mean	9.3	9.5	10.5	10.2	10.4	10.6	10.7	10.7	10.8	10.9	11.0	11.1	11.1

Ms. Gonzalez downloaded the Spring i-ready scores, calculated the average by grade level, and found the mean based on the table above. The results were as follows:

Grade	SEM	Cut Scores	Placement	Agreed on Cut Scores
Kinder	9.3	373	Early on grade level	373+
1st	9.5	419	one grade level below	422
2nd	10.5	404	2 grade levels below	474
3rd	10.2	596	mid, late, above grade level	499
4th	10.4	532	one grade level below	523
5th	10.6	463	3 or more grade levels below	546
6th	10.7	551.5	2 grade levels below	551+
7th	10.7	563.4	2 grade levels below	563
8th	10.8	586.3	2 grade levels below	566+

The data show that most grade levels scored within one or two grade levels below, except for 5th grade, which scored three grades below. The elementary team agreed to keep Kindergarten at "early on grade level" and to classify 1st through 5th grade as "approaching grade level" (one grade level below). The middle school team maintained a score of two grades below for this year, but it may change next year based on the average. They decided to add the following language to the criteria for 6th-8th grade: "i-Ready Reading: Scoring equivalent of EO Nationwide Average or Higher." The parents discussed the cut scores and agreed to use the finalized cut scores for the 2025-2026 school year. They inquired whether this could change each year. Ms. Gonzalez informed the committee that the data will be reviewed annually and updated as necessary.

- **Alternate ELPAC Parent Notification Letter**

The Alternate ELPAC parent letter is sent via email to parents of students who took the Alternate ELPAC. This assessment is administered to students with the most significant

cognitive disabilities. The letter contains the same information as the annual notification letter, with the only difference being the scores and reclassification criteria.

V. **DELAC Calendar dates**

Ms. Gonzalez informed the members that our meetings will take place at Prairie Vista South on Thursdays at 9:00 a.m. in Room 5. She also mentioned that the school site ELSP teachers suggested changing the meeting day from Monday to ensure they can remind members the day before. The calendar was reviewed, and the scheduled dates are as follows:

September 25, 2025	January 29, 2026
October 30, 2025	February 26, 2026
December 11, 2025	March 25, 2026
April 30, 2026	May-TBD
June 10, 2026	

VI. Future Meetings

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.

VII. Questions or Comments

Meeting Adjourned: 10:13 a.m.

Next Meeting Date & Time: September 25, 2025, @ 9:00 a.m.