DELAC Meeting Minutes 11/19/2025

NVUSD Representatives present:

Dr. Monica Ready, Assistant Superintendent of Instruction; Matt Manning, Executive Director; Dr. Alejandra Uribe, Director of Multilingual Students and Parent Engagement; Drew Herron, Coordinator of Student Welfare and Attendance; Brian Howard, ACMS Principal; Irma Delgadillo, Alta Heights and West Park Liaison; Verónica Guerrero, Valley Oak HS Liaison; Gloria F. Ureña, Pueblo Viejo and Napa Junction Liaison; Claudia Aranda, Vintage High; Vilma Ledesma, Redwood; Brian Howard, ACMS; Luis Munguía, Snow.

DELAC Representatives present:

Cindy Ramirez, DELAC President and **ACHS** Representative; Roberto Hernandez, DELAC Vice President; Esmeralda Chavez, **Unidos MS**; Carmen Velasquez (Lisol), **Napa Junction**; Susana Cruz, **Alta Heights Elementary**; Nancy Becerra Sanchez, **West Park Elementary**; Erica Ayala, **Vintage HS**; Magali Abad Rodriguez, **Shearer Magnet**; Maribel Aguirre, **Snow**; Adriana Hernandez, **McPherson**.

Audience present:

Karla Gomez, ELAC President, **Alta Heights Elementary**; Maria Isabel Hernandez, **Redwood**; Maria Torres Alejo, **Pueblo Vista;** Karla Tinajero, **ACHS**; Roberto Alfaro, **Redwood;** Claudia Aranda, **Vintage High**; Vilma Ledesma, **Redwood;** Irma Sanchez, **Mc Pherson**; Raquel Arevalos, **Mc Pherson**; Silvia Angel, **NW**; Gloria Frias, **NW**; Diana Lugo, **Snow**; Liney Avina, **Northwood**; Ximena Ocampo, **Mc Pherson;** Veronica Guerrero, **VOHS;** Maria Salmeron, **Redwood**; Donese Govilon, **Napa High**; Cecilia Sanchez, **Silverado Middle**; Luis Munguia, **Snow**; Luz Mendoza, **Redwood**; Roberto Hernandez, ACHS student and DELAC collaborator.

Call to Order by Cindy Ramirez, Chairperson, 6:08PM

Approval of minutes by Vice President Roberto Hernandez:

The DELAC minutes from the meetings of January 29, March 19, May 28, and October 8, 2025, were presented, and copies were distributed to attendees. They were then approved as follows: **January 29, 2025**, motion by Karla Tinajero and seconded by Esmeralda Chavez; **March 19, 2025**, approved by Susana Cruz and seconded by Andrea Orozco; **May 28, 2025**, approved by Luz Mendoza and seconded by Diana Lugo; **October 8, 2025**, approved by Azeneth Segura and seconded by Erika Ayala.

Approval of the Agenda by DELAC Vice President Mr. Roberto Hernandez.

First Motion:

A motion was made by Mr. Roberto Hernandez for the reading of the needs sheets by the representative of each school that makes up DELAC, which was approved by Karla Tinajero and seconded by Maribel Aguirre

The agenda for the day was then approved by Raquel Arevalos and seconded by Irma Sanchez.

President Cindy Ramirez reviewed Robert's Rules of Order, reminding everyone that it is necessary to maintain order during meetings to respect others' opinions and be courteous when addressing others; to raise one's hand and wait to be granted the floor; and that members have the right to speak for no more than 3 minutes. Decisions made at meetings will be those approved by a majority vote.

1. Approval of the DELAC Bylaws and proposal for DELAC members.

The Bylaws were read article by article for the information of those present, and a copy was provided to each of the DELAC representatives, with any questions arising during the reading being clarified.

Remarks:

They asked whether it is possible for a single person to serve as a representative for two schools, since they have children at both and it is difficult not to represent them, to which they were told that it is not legally possible to serve as a DELAC representative for two schools.

Following the comments, the DELAC representatives proceeded to approve the bylaws as follows: Susana Cruz, Alta Heights, approved; Asenet Segura, McPherson, approved; Lisol Velazquez, Napa Junction, approved; Magali Abad, Shearer, approved; Maribel Aguirre, Snow, approved; Nancy Becerra Sanchez, West Park, approved; Esmeralda Sanchez, Unidos MS, approved; Karla Tinajero, American Canyon HS, approved. **The new DELAC bylaws went into effect at 6:56 p.m.**

Once the bylaws were approved, the new members of the DELAC committee were appointed, with Ms. Karla Gomez serving as Secretary and Ms. Susana Cruz and Ms. Magali Abad as **Assistants**.

Dr. Monica Ready thanked the DELAC committee for all the work they have done during this time—Cindy, Roberto, and Elba—and everyone who in some way participated in drafting the bylaws. She also added: "Making it clear that the bylaws are more than just guidelines; I believe they are a living, dynamic document that, as your students graduate, your children graduate, and new members join—and as we have alternatives—there is a system and a structure that will endure beyond that to help ensure this continues."

2. Short-term assistance and Independent Studies.

Drew Herron, Student Wellness and Attendance Coordinator, spoke about chronic absenteeism and noted that students miss an average of 18 days during the school year.

Some data shared:

a. Chronic Absenteeism.

-73% of students with chronic absenteeism in kindergarten and 1st grade do not meet the California Standards for English Language Arts in 3rd grade.

-Students with 10% absenteeism in kindergarten and 1st grade scored an average of 60 points lower on 3rd-grade reading tests.

b. Attendance statistics.

Students who improve their attendance or grades from 3rd through 8th grade have higher enrollment rates, better grades, and higher scores on high school assessments.

c. NVUSD Attendance Policy.

- Parents must call their school's attendance office on the day of the absence to prevent the absence from becoming a truancy.
- Call the school, use Parent Square, or send an email.

d. Excused Absences.

- Medical appointments, religious ceremonies, religious retreats, a family member's funeral, court appearances.
- Visiting an immediate family member on leave for deployment.

e. Unexcused absences.

- Missing school without a valid reason, arriving at school 300 minutes late or more without a valid reason, vacations, unexcused absences.

Questions & Answers:

Q: Starting from the day of the absence, how many days later are parents contacted? A: If a student is absent for 5 days, we give them 5 days to provide an excuse; if we do not hear from you within those 5 days, which is when it counts as truancy. So, you have 5 days to provide an excuse, and you can still call us up to 10 days later, and we will accept it.

Q: How far in advance can you request the packages?

A: Normally, it would be 2 weeks in advance, or you could also do it up to 1 month in advance, but the best time frame would be 2 weeks.

Q: When you request the package, do your credits change?

A: No, they make up for the work you did not do during those days and do not affect your credits.

Q: What happens to high school students who request short-term independent study during final exam week, and how does that affect them?

A: Any work assigned to them while they are away on that short-term independent study is

intended to replace the work they would have been doing at school; it will not be the same, but they should still earn full credit if they complete everything. As for final exams, they are generally scheduled, so if a student is away during that final exam week, they will need to make arrangements to take the final exam.

3. Review of Needs Sheets

The needs sheets were read for each school: Alta Heights Elementary School, McPherson, Napa Junction, Northwood, Shearer Magnet Elementary School, Snow, West Park, ACMS, Unidos Middle School, ACHS, Vintage High School.

4. Review of Reclassification Criteria and ELPAC Supports.

Dr. Alejandra Uribe explained the following:

- District-level programs and services for English learners.

In elementary schools, there are two options: the first option is for students to remain in their regular classroom and receive ELD instruction directly from their teacher; the second option is for students to be grouped according to their English proficiency and grade level and assigned to a teacher who supports them based on their grade level. At the middle and high school levels, there are three different standards: ELD 1 for Newcomers, ELD 2 English Development Standards, and ELD 3 English Development Standards.

Services and supports for English language learners include the following: Integrated English and Designated EL classes, support for newcomers, progress monitoring and group support, tutoring, dual immersion, teacher training, emotional support, parent involvement (ELAC, DELAC), and support for long-term English language learners (LTELs).

- District procedure for the reclassification of English language learners.

Criterion 1: Overall ELPAC Level 4 score.
Criterion 2: Teacher assessment.
Criterion 3: Notification letter for reclassification.
Criterion 4: Star Reading at the 25th percentile or higher, CAASPP ELA Standard met (grades 3–8 or 11 in the test year), meet Second-Look criteria for grades 6–12, DWA score of 3 or higher in both Content and Conventions (grades 1–3), DWA score of 2 in Conventions and 3 or higher in Organization or Purpose and 3 or higher in Evidence or Elaboration (grades 4–6).

The ELPAC exam is administered once a year between February and May, covering reading, writing, speaking, and listening. As for the STAR English Reading exam, students have three opportunities—in May, September, and December—to reach the required reclassification level.

- Services and supports for English learners.

ELAC-DELAC participation; LTELs pilot program (conversations); Integrated and Designated English and ELD; monitoring progress and providing support in groups for newcomers; tutoring; Dual immersion; teacher training; emotional support.

- Reclassification rates by school

A table was presented showing the percentage of students proficient on ELPAC, proficient in MLL and IEP, and those reclassified since the last ELPAC in the 2024–2025 school year.

Adjournment: 8:30 PM

Next Meeting: COHORT, Wednesday, December 17, 2025.