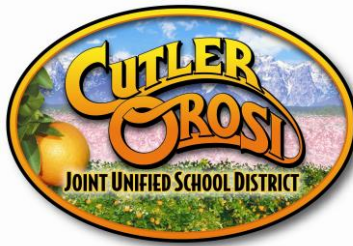


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District English Language Advisory Committee (DELAC)  
Lobo Room  
September 3, 2019  
4:30 PM

**DELAC: Member:**

Rosalva Canchola  
Gladis Vargas (Rodriguez)  
Martina Buenrostro  
Consuelo Benavidez  
Erika Carmona  
Alma Iglesias

**Site Representing:**

Palm Elementary  
Golden Valley Elementary  
Cutler Elementary  
El Monte Middle School  
Orosi High School  
Alternative Education

**In Attendance:**

X  
  
  
  
  
X

**Other Attendees:**

Leticia Treviño, Director  
Janet Corona, Dual Immersion and Preschool Content Coach  
Juventino Rodriguez, Project Secretary

**Call to Order:**

Mrs. Treviño opened the meeting at 4:35 pm and welcomed DELAC committee member to the meeting.

**Review/Advise: Approval of Agenda and Previous Meeting Minutes (June 3, 2019):**

Mrs. Treviño gave the committee member some time to review the minutes from the previous meeting held on June 3, 2019. Mrs. Treviño asked committee member if she had any questions regarding the minutes being reviewed. There were no questions or comments. Mrs. Rodriguez made the motion to approve the minutes from the meeting held on June 3, 2019. All were in favor.

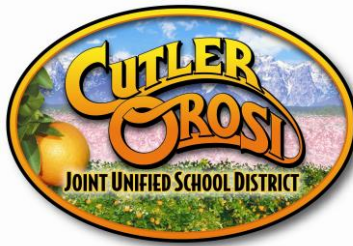
**Review/Advise: District English Language Advisory Training:**

Mrs. Treviño explained to committee members the required trainings include roles and responsibilities, bylaws, meeting requirements, agendas, minutes, the English Learner Master Plan, Teacher and Instructional Aide requirements, establishment of district programs, goals, objectives for programs and services for English Learners (ELs), how to read and understand achievement data, Comprehensive Needs Assessments (ELPAC/CAASPP, & LCAP), and the Title III Improvement Plan Addendum. Mrs. Treviño mentioned agendas must be posted 72 hours prior to the meeting. Mrs. Treviño asked committee members if they had any questions or comments regarding the District English Language Advisory Training. There were no questions or comments. Mrs. Iglesias made the first motion to approve, seconded by Mrs. Rodriguez. All were in favor.

**Review/Advise/Approve: Rational for Establishing DELAC:**

Mrs. Trevino explained to committee members the English Language Advisory Committee Bylaws. Mrs. Treviño explained Article I: is the name of council, DELAC. Article II are the Role of Committee which include; a timetable for and development or revision of a district master plan of education programs and services for English learners, taking into consideration the school site master plans. Conducting a district-wide needs assessment on a school-by-school basis. Establishment of district program, goals, and objectives for

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programs and services for English learners. The development of a plan is to ensure compliance with any applicable teacher and/or teacher aide requirements. Administration of the annual language census. Review and comment on the district reclassification procedures established pursuant to Education Code Section 52164.6. Review and comment on the written parent notification of initial school enrollment required in Title V, CCR, Section 11303(a). As well as any waiver request affecting programs and services for English Learners. Mrs. Treviño also explained Article II: Membership consists of one representative from each school site. Article IV; Officers of the DELAC shall be a chairperson, vice-chairperson, and a secretary. Article V; meetings shall be held through the school year, recommended 4 to 6 meetings. Mrs. Treviño asked committee members if they had any questions, or comments regarding rationale for establishing DELCA. There were no questions or comments. Mrs. Iglesias made the first motion to approve second by Mrs. Rodriguez. All were in favor.

### **Election of Officers:**

Mrs. Treviño explained nomination and voting guidelines. Mrs. Rodriguez nominated Mrs. Iglesias as president, Mrs. Iglesias accepted the position. Mrs. Iglesias nominated Mrs. Rodriguez as secretary and Mrs. Rodriguez accepted. Mrs. Treviño asked committee members if they had any questions or concerns regarding the voting process or the elected positions. There were no questions or comments. Mrs. Rodriguez made the first motion to approve the office positions as recommended and it was seconded by Mrs. Iglesias. All were in favor.

### **Input: English Learner Master Plan:**

Mrs. Treviño explained to committee members this comprehensive Master Plan is designed to provide cohesive programs and services for English learners. The purpose of developing this plan is to: serve as a guide for students, staff and parents regarding programs and services for English Learners. Ensure consistency in program and service implementation across the district. Be a tool to guide teachers, administrators and other staff in implementing an equally rigorous educational program for English learners. To provide program options in curriculum and instruction to guarantee quality programs to meet the educational needs of English learners and close the achievement gap, as well as meet State and Federal legal requirements for education of English Learners. Mrs. Treviño asked if there were any questions or concerns. There were no questions or concerns. Mrs. Rodriguez made the first motion to approve and seconded by Mrs. Iglesias. All were in favor.

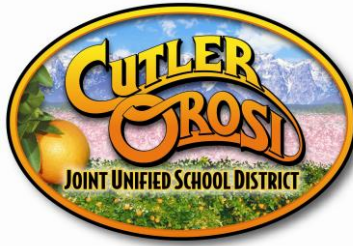
### **Input: Reclassification Forms:**

Mrs. Treviño explained to committee members the changes that were made to the Reclassification Form. Mrs. Treviño asked if there were any questions, concerns or if they wanted to make any recommendations. There were no questions, concerns, or recommendations. Mrs. Iglesias made the first motion to approve, seconded by Mrs. Rodriguez. All were in favor.

### **Input: New English Language Board Policy:**

Mrs. Treviño explained to committee members when board policy are updated COJUSD must update our policies. Mrs. Treviño asked if there were any questions or concerns. There were no questions or concerns. Mrs. Iglesias made the first motion to approve, second by Mrs. Rodriguez. All were in favor.

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**Review/Advise/Approve: LEA Parent Involvement Policy:**

Mrs. Treviño explained to committee members the Cutler-Orosi Joint Unified School District has developed a written Title I Parent Involvement Policy with input which intends to provide English learners with challenging curriculum and instruction that maximized the attainment of high levels of proficiency in English, advance multilingual capabilities, and facilitated student achievements in the district's regular course of study. Mrs. Treviño asked if there were any questions, concerns or if they wanted to give input. There were no questions or concerns. Mrs. Iglesias made the first motion to approve, second by Mrs. Rodriguez. All were in favor.

**Public Comments:**

Mrs. Treviño asked committee members if they have any comments or questions. There was no comments or questions.

**Closing:**

Mrs. Iglesias gave the first motion to end the meeting, seconded by Mrs. Rodriguez. Meeting was closed at 5:28 p.m.