

Round Valley Unified School District
District English Learners Advisory Committee

October 3, 2019
Minutes

- 1.0 Opening/Role call:
Meeting called to order at 2:45. The meeting was held in the Elementary School library.
- Parents/Staff present:
Zaira Diaz
Yadira Diaz
Claudia Melendez
Maria Hernandez Mendez
Gabriela Carrillo
Blanca Carrillo
Yanet Reyes
Blanca Delgado
Maricrus Carrillo
- 2.0 Approval of Agenda
- 3.0 Approval of Previous Minutes:
The minutes from May 20, 2019 were read. Silvia Diaz voted to approve the minutes and Martha Diaz seconded the motion. Motion carried.
- 4.0 Elections were held and the results were as follows:
President – Maricrus Carrillo
Vice President – Gabriela Carrillo
Secretary – Maria Hernandez Mendez
Site Council Representative – Yadira Diaz
Alternative Site Council Representatives – Zaira Diaz
- 5.0 The importance of consistently attending site council meetings was discussed. It was also noted that representatives who are not fully bilingual find it difficult to participate in site council meetings. Previously, Cathy Swanson, has attended along with representative to serve as translator. While this is still possible, having a bilingual representative is ideal. While we have officially elected one representative and one alternative, it is agreed that and any and all members can act as a DELAC representative at site council meetings. Furthermore, non-elected parents of EL students are equally welcome to attend Site Council Meeting as these meetings

are open to the public. The elected president, Maricrus Carrillo, is presently the only bilingual official in the committee. It is likely that she will also be an active participant in site council meetings.

6.0 Per the California Department of Education website, the following responsibilities of the DELAC were discussed:

1. Development of a district master plan for education programs and services for English learners. The district master plan will take into consideration the school site master plans.
2. Conducting a district wide needs assessment on a school-by-school basis.
3. Establishment of district program, goals, and objectives for programs and services for English learners.
4. Development of a plan to ensure compliance with any applicable teacher and/or teacher aide requirements.
5. Review and comment on the school district reclassification procedures.
6. Review and comment on the written notifications required to be sent to parents and guardians.
7. If the DELAC acts as the English learner parent advisory committee under California Education Code 52063(b)(1) and 52062(a)(2), the DELAC shall also review and comment on the development or annual update of the Local Control and Accountability Plan (LCAP).

Cathy Swanson translated the above list of responsibilities into Spanish, as all present were Spanish speaking. The importance of the above responsibilities were understood by all. However, upon questioning, Cathy Swanson was unable to explain responsibility #4 – “Development of a plan to ensure compliance with any applicable teacher and/or teacher aide requirements.” She said she will seek understanding via support personnel at the Mendocino Office of Education and will report to group at next meeting.

7.0 Cathy Swanson led a quick review of Robert’s Rule of Order (Procedimiento Parlamentario). ELPAC Reports were discussed.

8.0 A copy of the district master plan was briefly reviewed. A more in-depth look at plan will take place later in the year.

9.0 Adjournment
Zaira Diaz moved to adjourn the meeting. Yadira Diaz seconded the motion. Motion carried. Meeting adjourned at 3:55 p.m.

Respectfully submitted,

Maria Hernandez Mendez
ELAC/DELAC Secretary

Maricrus Carrillo
ELAC/DELAC President