Welcome and Introductions/Community Building
At 9:08 a.m. Martha Quadros called the meeting to order.

**DELAC Members present:** Mirella Gonzalez, Deyanyra Gomez, Olivia Ayala, Claudia Edwards, Monica Perez, Gabriela Macias de Mariscal, Ayah Beshnak, Elisa Rojas, Asmaa Alzyhaeri

**Staff present:** Yolanda Zarafshar, Martha Quadros, Linda Andersen, Joanne Sturges, Michelle Fox, Ellen Vojnovic, Megan Doyle, Edith Gonzalez, Roxann Higgins, Heather Berkness, Susan Iratene

**Visitors present:** Silvia Aguirre, Isabel Guerrero, Martha Chavez, Ines Paredes, Rafael Bautista, Schiela Perez, Ahmed Jabir

Elisa Rojas welcomed guests and encouraged a few minutes of small group communication regarding site ELAC activities. She asked the group to share items.

Martha clarified that school with 21 or more English learners are required to have an ELAC group and meetings to support parents.

**DELAC Legal Responsibilities & Training workshops**

**Approval of Minutes Process**
Martha Quadros explained the responsibility of reviewing and approving minutes from previous DELAC meeting and reminded attendees that this is an FPM (Federal Program Monitoring) review year.

**Review and Approval of Minutes**
The minutes from the October as well as the November meeting will be reviewed at the December meeting to allow more time for other agenda issues.

**Special Education**
Megan Doyle, Program Manager presented information regarding Special Education and highlighted the following:

- **PURPOSE:** To ensure that children with disabilities have available to them a Free Appropriate Public Education (FAPE) that emphasizes special education and related services designed to meet their unique needs and prepare them for further education, employment and independent living.

- **English Learners with Special Needs**
  - Linguistically appropriate goals
  - Ensure EL needs are being met
  - IEP team to determine where services will take place

Martha thanked Megan for her presentation and clarified that students experiencing educational difficulties may not necessarily qualify for Special Ed. modifications, but to follow through if they feel that the student needs to be assessed.

- Claudia Edwards shared that she felt that it was her responsibility to learn English in order to assist her child through the Special Education process.
• Elisa shared that she has been told her English is abrupt and prefers to communicate in Spanish when possible. She added that her vocabulary is mostly professional based and is concerned that her audience may be intimidated. Several attendees disagreed, stated that she doesn’t sound angry and encouraged her to continue to speak both languages.
• Rafael Bautista shared with attendees that he works closely with Social Security Administration and encourages staff to complete the Social Security Education form and follow through with submission in a timely manner.
• Monica Perez asked if a child with autism should be receiving Special Education services. Megan answered that the SST (Student Study Team) will determine eligibility and modifications can be recommended.

AMAO
Joanne Sturges, English Learner Instructional Specialist presented information regarding AMAO (Annual Measurable Achievement Objectives). She explained that AMAO results are measurements of student progress of English Learners in San Juan USD. She indicated that the totals are from 2012-2013 CELDT test results and highlighted the following:

- AMAO 1—% of ELs Making Progress in Learning English-Did not meet target
  - Target for this measurement – 59%
  - Percentage of students making progress 52.6%
- AMAO 2—% of ELs Attaining Proficiency on CELDT-Did not meet target
  - Less than 5 years
    - Target 22.8%
    - Students attaining proficiency 17.8%
  - Five years or more
    - Target 49%
    - Students attaining proficiency 44.6%
- AMAO 3—Adequate Yearly Progress (AYP) for EL Student Group
  - English Language Arts
    - Met Participation Rate for EL Student Group Yes
    - Met Percent Proficient or Above No
  - Mathematics
    - Met Participation Rate for EL Student Group Yes
    - Met Percent Proficient or Above No
    - Met Graduation Rate for EL Student Group Yes

No District in California met the AMAO 3 target. She distributed individual school results and allowed time for participants to check their school data.

Michelle Fox, English Learner Instructional Specialist informed attendees that the AMAO letter is sent annually to parents of English Learners which details the District percentage outcomes. She added that the Annual Parent Notification letter has also been mailed to families. This letter provides information regarding individual student proficiency level in English as well has EL classification. She provided time for participants to read the letters and provide feedback regarding readability.

• Ayah Beshnak asked if letters were available in Arabic. Joanne answered that letters were printed in Spanish, Russian and Ukrainian this year.
Martha informed attendees about Board Policy BP6174 which addresses Education for English Language Learners. She reported that the BP was last reviewed in 1992. She explained that the policy has been reviewed by administration and reviewed the changes to be made. She encouraged the group to approve the modifications.

- Revised description of English learner programs
- Clarification of the parental waiver process
- Elimination of primary language assessment

Deyanyra Gomez made a motion to approve, Elisa Rojas seconded and modifications to Board Policy BP 6174 were approved with no objections.

Bylaws
Review & Approval
Martha reviewed the Bylaws for the DELAC, she explained that a parent committee reviewed the articles and recommended modifications. She shared the modifications, asked participants to voice concerns or questions and encouraged the group to approve the changes. She stated that changes to Bylaws includes the ability to re-elect DELAC officers beyond a two-year term.

Deyanyra Gomez made a motion to approve, Elisa Rojas seconded and modifications to the DELAC Bylaws were approved with no objections.

Reflection & Evaluation
Attendees were asked to complete a meeting evaluation and submit before leaving.

- Martha encouraged attendees to report DELAC information to site ELAC groups
- Elisa distributed a Parent University flyer for the Bullying Prevention workshop and encouraged attendance

The meeting was adjourned by Martha Quadros at 11:04 am.