

**Minutes**  
**DELAC**  
**Meeting/29 de Noviembre 2016**  
**11/29/2016**

**Agenda/Orden del día**

1. Call the meeting to order. 6:08 pm
2. Introduction of members.
  - Holly Goodman-Teacher, Winship, Kristin Sobilo-District Instructional Coach, Aimee McGinty-Teacher, Grant, Ed Zamarrippa-ECS employee/translator, Eduardo Cueva-Parent, Alice Birney, Mary Flowers-Teacher, Alice Birney, Donna Doherty-Teacher, EHS, Beth Holcomb-Principal, Alice Birney, Norma Lopez-Parent, Lafayette, Melissa Hodgson-ECS employee, Louise Paz-ECS employee, Rob Standish-Assistant Principal, EHS, Chris Mothorn-Assistant Principal, Zane, Michael Davies-Hughes, Assistant Superintendent, Educational Services
3. Call for any additions/deletions of agenda items.
4. Review of roles and responsibilities of DELAC
  - The roles and responsibilities of ELAC document will be translated and handed out at the next meeting
  - An ELAC is a site based committee, and is required if a school has more than 21 English Learner (EL) students
  - The District must create a DELAC if there are more than 50 EL students
  - A DELAC is created by school sites electing a member from their ELAC
  - Official members of DELAC must be made of 51 % parents of EL students, not employed by the district

- It is encouraged that site principal's and EL coordinator's attend DELAC meetings
- An all call will be sent to all principals, EL coordinators and elected DELAC members before each meeting
- There is a need to revise Eureka City Schools (ECS) master plan for EL.
  - The DELAC committee will be advising the district in developing the master plan
- We have done a curriculum assessment at each school
- Members of DELAC will be trained on how to follow The Robert's Rules of Order
- The LCAP will consult with the DELAC committee prior to going to the School Board for approval

5. Reports of officers, standing and special committees.

- Further agendas will include "members" in item number 5
- This is our first meeting, no reports at this time

6. Public comment (speakers are limited to three minutes each)

- This is an opportunity for those attending that are not on the committee to make comments
- Donna Doherty, teacher, EHS
  - The EL classes have purchased a set of 36 chromebooks for the students to use everyday
- Beth Holcomb, principal, Alice Birney
  - Our first ELAC meeting was very successful, there was a student performance and food. Families were encouraged to attend
- Eduardo Cueva, parent
  - His 2 sons are doing great in school
  - Pam Brittenburg is doing a great job
  - Ms. Ray has helped his son go from not wanting to go to school to wanting to go Saturday and Sunday
  - He wanted to thank everyone

- Maria Cantu, parent
  - Their sons are receiving a great deal of help developing their English Language skills
  - The staff is wonderful and she is very thankful

## 7. Unfinished business and general orders

- None at this time

## 8. New business

### a. By-laws

- Michael Davies-Hughes stated, bylaws are not required, however it may be helpful to establish order and provide a structure to the meetings.
- There is an example of ELAC bylaws that could be adapted for DELAC
- It is up to committee if they would like to have bylaws
  - Once the bylaws are created they will be translated

### b. Meeting dates

- Would like to include more parents
- We need a member from Washington and Zane
- Committee members can talk to other parents about the DELAC committee
- We have no Hmong parents represented
- There is a parent from the high school, but she was not able to attend this evening

### c. Election of officers

- The DELAC is an advisory committee to the district
- Election of Officers
  - President: Donna Doherty
    - Mary flowers motioned, Holly Goodman seconded, motion passed

- Vice President: Eduardo Cueva
  - Amy McGinty motioned, Mary Flowers seconded, motion passed
- Secretary: Hollie Goodman
  - Amy McGinty motioned, Mary Flowers seconded motion passed

Parliamentarian:

- We will wait for to elect parliamentarian until the next meeting
- Donna Doherty, DELAC president, took over meeting 6:42 PM
- ELAC's at sites may want information from DELAC. Keep an open communication between DELAC and ELAC
- The DELAC may report to the Board
- Thank you to all the parents for coming out, it means alot to get your input
- We will be looking at a district wide needs assessment. It will be added to the agenda for next meeting
- For the next meeting we will find out how many EL Students are at each site and the population they represent.
- Discussion on how to create an authentic and vibrant ELAC
  - One idea might be to mimic what they did at Alice Birney with a student performance and pizza
  - At EHS, Scott Mauroff can have the multicultural club put something together
  - This is a chance to share the parent voices as well as the students voice
- Student scores for CAASPP and CELDT will be presented at the next meeting

Adjournment:7:02 PM

Minutes approved by DELAC 1/31/2017