

**Pittsburg Unified School District
DELAC Meeting
November 4, 2019**

Present:

Foothill: María Magallón,
Martha Carabantes, Aideé Cisneros

Heights: Martha Torres, Yazmin Cano

Highlands: María Rosales, Karina Gutiérrez, Brenda
González, Claudia Escalante

Los Medanos: Dulce Bernal, Elvia Gracián

Parkside: Ana Karla Reyes

Willow Cove: Heliodoro Moreno, Silvia Portillo

Stoneman: Erica González

Marina Vista: Dalia Medina, Laura Rodriguez, Reina
Delgado

Hillview JH: María Rosales, Virginia Martínez, Martha
Torres, Heliodoro Moreno, Yazmin Cano, Martha
Carabantes

Rancho Medanos JH: Adriana Medina, Mirtha Rivas,
Claudia Escalante, María Chávez

MLK, Jr. JH:

PHS: Laura Rodríguez, María Rosales, Virginia Martínez,
Martha Torres, Adriana Medina, Dulce Bernal, María
Magallón, Mirtha Rivas, Martha Carabantes, María Chávez

Black Diamond High:

Ed Services: Sandra Guardado, Lorena Asdourian

Welcome and Introductions: Mrs. Rosales, president of DELAC, welcomed everyone and had the members introduced themselves.

Approval of Minutes:

A number of minutes needed to get approved due to information that was added or corrected. Time was given for the members to review the minutes, copies of the drafts were also emailed prior to the meeting to grant members ample time to read.

➤ **2/12/19 Minutes**

Mrs. Bernal of Los Medanos made the first motion and it was seconded by Mrs. Gracián of Los Medanos. Members agreed to approve the minutes.

➤ **3/12/19 Minutes**

Mrs. Cano of Heights made the first motion and it was seconded by Mrs. Magallón of Foothill. Members agreed to approve the minutes.

➤ **5/13/19 Minutes**

Mrs. Torres of Heights made the first motion and it was seconded by Mrs. Rivas of Rancho Medanos. Members agreed to approve the minutes.

➤ **10/07/19 Minutes**

Mrs. Gracián of Los Medanos made the first motion and it was seconded by Mrs. Magallón of Foothill. Members agreed to approve the minutes.

Mrs. Guardado thanked the members for taking the time to review and approve the minutes. She explained that the reason these minutes are important is because they become public records and we shared the information with the principals and cabinet to keep them informed of our presentations and discussions.

DELAC Officers Elections:

Roles and Responsibilities. Mrs. Guardado thanked the officers for their services for the last two years. Then distributed a copy of the Process of Election of DELAC Officers.

Mrs. Guardado explained the responsibilities of the President, Vice president and Parliamentarian. Mrs. Asdourian serves the function of secretary. Given the bylaws and information on the election process, the term is undefined on whether it is a year or two year role. Mrs. Guardado asked the members if they want to have a two year term or one year term. 23 of the 25 members present voted for a one-year term.

Once the members had time to review the description of each role the nomination process was facilitated by Mrs. Guardado. The members present had the opportunity to self-nominate themselves or nominate others.

President:

The following individuals were nominated for the role of president.

Mrs. Rosales graciously decline the nomination since she has been the president for the previous two years and would like others to get involved.

Mrs. Bernal similar to Mrs. Rosales declined the nomination stating that she was really busy with other obligations and would like to see others as officers.

Mrs. Carabantes accepted the nomination.

Mrs. Martinez accepted the nomination.

Mr. Moreno graciously decline stating this was his first year involved in DELAC and would like to learn more.

Mr. Alvarado accepted the nomination over the phone.

Vice-President: The following individuals were nominated for the role of vice-president.

Mr. Moreno accepted the nomination.

Mrs. Martinez accepted the nomination.

Parliamentarian: The following individuals were nominated for the role of parliamentarian.

Mrs. Cano accepted the nomination.

Mrs. Carabantes accepted the nomination.

Mrs. Magallon accepted the nomination.

Mrs. Rivas accepted the nomination.

Members casted their votes for each of the positions and the results determined the new officers for 2019-2020.

- Mr. Alvarado as President
- Mr. Moreno as Vice-President
- Mrs. Cano as Parliamentarian

Reclassification Criteria.

Mrs. Guardado shared information regarding the update to our reclassification criteria. She stated that it was the same presentation that she had to do for our Board of Education to approve the new State mandated criteria. Mrs. Guardado mentioned that Mr. Moreno was present at the board meeting when this was presented.

Mrs. Guardado explained that she made the recommendation to our Board of Education to only amend one of the four criterion in order to stay compliant with the State recommendation. The California Department of Education has identified 4 criterion that need to be taken into account to consider an EL eligible for Reclassification. Those 4 criterion are:

- English Language Proficiency Assessment for California (ELPAC)
- Comparison of Performance in Basic Skills (English Language Arts)
- Parental Opinion and Consultation
- Teacher Evaluation

Mrs. Guardado explained that last year our Board of Education approved our new local criteria that was very different from what we had previously. The major changes happened in identifying criteria for ELPAC, since it was the first year of administering the new test. We also updated the criteria for comparison of performance in basic skills, to expand the integration of the tests we administer for our students K-12 as well as identifying specific cut-points/score rather than a level, to ensure that our ELs are not being asked to perform at a higher level than our EO students. The other criteria that changed a lot was the teacher evaluation process, since now we are looking at how students are performing according to the Common Core Language Standards rather than utilizing factors that could be considered subjective.

K-8

- ELA DIBELS K-3 (on grade level) **OR**
- ELA iReady Diagnostic 1st – 8th (cut points) **OR**
- ELA CAASPP, 3rd – 8th (Standard met)

9-12

- ELA iReady Diagnostic (Cut points) **OR**
- PSAT 9TH – 11TH (Cut points) **OR**
- ELA CAASPP 11th (standard met)

Mrs. Guardado explained that the reason why she was making the recommendation to update PUSD's reclassification criteria was because in January 2019, the State Board of Education determined that the Proficiency Level needed on the ELPAC to be eligible for reclassification is an overall score of 4 on the ELPAC. Our adopted criteria from last year had a 3 or 4 overall score on the ELPAC with a 3 or higher in the Reading and Writing Domains.

Mrs. Guardado also explained to the members another change that the CA State Board of Education had made was with regards to the score ranges to determine proficiency levels on the ELPAC. She shared that the ELPAC Score Range was adjusted from the 2017-2018 to the 2018-2019 administration. The adjustment will impact the number of students being able to earn a proficiency level of 4 on the ELPAC.

Mrs. Rodriguez stated that with these recommended changes it will take students longer to reclassify since they are demanding more of the students. They have to score higher to be able to earn a 4 on the ELPAC.

Mrs. Chavez stated that many parents are still unaware of the reclassification criteria and do not attend the meetings where this information is covered.

Mrs. Bernal mentioned that Los Medanos just sent information home regarding the reclassification criteria as well as notified the parents that will have students recognized for meeting the reclassification criteria.

Mrs. Gracían, commented that in Los Medanos they mentioned about a reclassification recognition.

Mrs. Chávez, mentioned that Rancho Medanos will have a recognition about the Academic Progress.

Mrs. Guardado continued with the presentation going over information regarding the number of students that were reclassified in the 2018-2019 school year versus the number of students projected to be eligible for reclassification this school year 2019-2020. The number will be significantly lower this year since the proficiency level changed to an overall score of 4 on the ELPAC.

Mrs. Medina from Marina Vista asked, “Are the students who get reclassified in January, using the results on the ELPAC exam they took last spring?” Mrs. Guardado answered yes, since the test is given again starting February 1st. So, as long as the student is reclassified prior to February 1st, we will use the previous ELPAC score, which also means that if they get reclassified in January those students will not have to take the ELPAC exam ever again.

Mr. Moreno from Willow Cove asked, “What are the teachers doing to help students meet the reclassification criteria in January prior to the February administration of the ELPAC?” Mrs. Guardado stated that all the schools were given a list of students that are potential reclassifiers, meaning that they have passed the ELPAC with a score of 4, but still need to meet the other criteria either in the basic skills or teacher evaluation. The schools were encouraged to provide targeted support to these students to help them meet the criteria needed to be reclassified in January.

Mrs. Guardado mentioned that given the new adopted criteria, it is going to be important, that as a district, we work to ensure that our students are prepared to meet the expected criteria. She explained that these are some of the steps that as a district we are going to do:

1. Targeted support for Potential Reclassifiers
2. Motivational Speaker Assembly for all ELs @ Secondary
3. Data Chats + Goal Setting with all ELs @ Elementary
4. LTEL Pilot class at Hillview and Rancho Medanos w/Supplemental Materials (online program)
5. Parent Information Nights – Reclassification criteria + Imagine Learning
6. AP/VP Meetings to Discuss Best Practices and Share Ideas
7. ELD Facilitators Monthly Meeting to Discuss Best Practices and Share Ideas
8. UbD – Backwards planning with goal in mind (big ideas) - creating meaning-making opportunities for students to engage in the learning process
9. Incentives for Summative ELPAC Testing (February)
10. On-going progress monitoring (Early Warning Indicators)

A member asked, “Why does it seem like the state does not want to reclassify students? Why are the requirements higher now than the year before?”

Mrs. Guardado explained that the changes had to do a lot with the fact that two years ago was the first time we administered the ELPAC exam, so we had nothing to compare to and now with two years of administration it gives us more information with regards to how students are performing, as well as, how we want them to perform to ensure that when they are reclassified

they are actually ready and have master enough of the English language to be successful academically on their own without needed supports. The fear is that if we reclassify students too early when they are not ready they will struggle academically and will not receive the support they need. For the most part reclassified students have outperformed all the other student groups on the statewide assessments and that's what we want, that means that the students that were reclassified were ready with all the skills needed to be successful on their own.

Mrs. González of Stoneman asked, "What skills are students missing that prevents them from getting reclassified?"

Mrs. Guardado shared that many of our ELs struggle in the areas of reading and writing. A lot of it has to do with the lack of academic vocabulary and being able to make inferences and reading higher level texts.

Mrs. Bernal stated that given that the majority of EL students are Spanish speaking, maybe Mrs. Guardado, can go and talk to them, and explain to them the importance of being reclassified. She can explain to them the difference of just knowing how to speak English vs being able to use academic language and the skills (reading and writing) they need to prove that they are proficient in the English language.

Mrs. Bernal and Mrs. Escalante expressed the need for teachers to talk to the EL students about the reclassification criteria and helping them set goals of what they want to achieve with regards to reclassification. Goal setting is important and students need to work towards those goals. Mrs. Guardado stated that this is one of the areas we need to improve on and help students understand the criteria to help them see why they need to try their best on all the tests.

Mrs. Portillo mentioned that asking the teachers to help with getting this information to students is important but she sees a challenge with teachers being able to do this given the large class sizes. She feels like managing 28+ students in a class makes it difficult to teach.

Mr. Moreno made a comment regarding the need to be informed on what our next steps are and what we should be asking our specific school sites to do since our role is to take this information back to our sites and make sure that our ELs are getting the support they need. He also mentioned that he heard at the last board meeting that prioritizing what we are going to do for ELs is important since the board will be having to make cuts and they want to make sure they protect what matters and benefits these students.

Mrs. Rosales asked, "Is the district going to have to make significant cuts?"

Mrs. Guardado explained that as a district we are currently re-prioritizing services and programs with the input gathered from the different LCAP meetings. The district will have to make some cuts to services and programs over the course of the next couple of years, some taking affect later this school year. As a district we will have to cut several millions out of our budget these next couple of years.

Mrs. Rosales asked if the cuts are going to impact our ELs, it will make it harder for them to meet the reclassification criteria. Mrs. Guardado reminded the members that we do get additional funding for ELs under the LCAP and Title 3, so they are a protected group and as a whole we are going to look at reducing programs and services that have the least amount of impact on the students. Our goal as a district as we go through these budget reductions is to look for things that will have the least amount of impact on students.

Mrs. Torres mentioned that if the district has to make cuts, they should be cutting services for parents like the workshops they offer before reducing things for students, since meeting the needs of the students should come before meeting the parent's needs.

Mrs. Gracián asked, "Having to cut several millions means that both services and personnel are going to be cut?"

Mrs. Guardado said that those are decisions that the board is going to have to make. They are working with the Budget Committee to identify what to cut. The committee will be meeting again next week and it is important that our members attend to share their ideas and concerns. Mr. Moreno asked if he could attend that upcoming meeting and get involved in the committee. Mrs. Guardado stated that she would give his name and Mr. Alvarado's name as our new representatives in the Budget Committee.

Mrs. Chávez asked, “Did the district hire a specialist to analyze our budget and to make recommendations as to what to cut?” Mrs. Guardado explained that’s the function of the Associate Superintendent of Business Mr. Hitesh Haria, so there is no need to hire a specialist for this. Our school board and cabinet are working together to analyze our budget and identify programs and services that will have the least amount of impact on our students.

ELAC Reports:

Foothill: Mrs. Cisneros reported.

- Mrs. Nelson reviewed the Single Plan for Student Achievement and shared that their focus this year will be on the ELD program and shared their school goals.
- As a school they will continue to provide support for the newcomers and will evaluate what they are doing during ELD time.
- Intervention programs will be offered after school for identified students; offerings will be in academic tutoring, robotics, theater.
- Money will be used to continue to pay for programs like Leader in Me, AVID, and staff development for the staff in the area of Math.
- Intervention reading teachers are being hired to provide additional support for both English and Spanish. Additional reading resources will be purchased.

Heights: Mrs. Cano reported.

- Had our meeting on October 16, 2019.
- Presentation with Mrs. Phan about ELAC and DELAC.
- Elected officers.
- Discussed the Single Plan for Student Achievement and were informed of the 4 major goals for this school year. The focus this year will be to improve in the areas of English (reading), math, social emotional and support for ELs to help increase number of reclassified students.
- Dr. Frazier-Myers was present at the meeting.

Highlands: Mrs. González reported.

- The principal, Ms. Blackburn talked about the Single Plan for Student Achievement and described the ways the school uses the funds to support the student’s needs.
- Goals for the school, EL program, working on identifying and implementing strategies that help support ELs in order to increase the number of reclassified students.
- Funding is used to help for bilingual personnel, support staff and other instructional materials for students to use, as well as, purchasing more books for the library.

Los Medanos: Mrs. Gracían reported.

- Meeting took place on November 1, 2019.
- The school had two days of power outage but the students still attended.
- Parents received letters at home if their student was being reclassified.
- Intervention program for all students started as well as rotations for EL students.

Marina Vista: Mrs. Medina reported.

- The next meeting will be on November 12, 2019.

Parkside: Mrs. Reyes reported.

- Attended meeting but was the only parent there.
- Mrs. Ireland went over the purpose of DELAC and ELAC committee and went over the reclassification information.
- Discussed ways to encourage parent involvement and attendance at ELAC meetings to help establish a committee.

Stoneman: Mrs. González reported.

- Discussed the purpose of ELAC and came up with ideas of what they would like to do as an ELAC.
- Reclassification criteria was presented.
- Discussed the importance of daily attendance and how absenteeism has an impact on students being able to meet the reclassification criteria.
- Discussed ways to help encourage parents to become volunteers and support school events.

Willow Cove: Mr. Moreno reported.

- Meeting was on October 22nd.
- Reviewed the Single Plan for Student Achievement and looked over how the funds are being utilized to help meet student's needs as well as ELD program.
- Members present were asked to give suggestions regarding what they would like to see offered or purchased to help meet the student's needs. Some of the members felt like they did not know enough or have knowledge of the adequate needs without first looking at the testing data to see how students are performing. Members asked to have a data presentation regarding how students are performing academically in order to be able to make adequate suggestions based on the data.
- Reviewed the way the funds are being allocated to pay for different resources, programs, services or personnel. Some of the members did not feel like their input was genuinely being solicited instead they were being asked to approve the way the money was being allocated.
- Next meeting will be November 26th.

Hillview JH: Mrs. Martínez reported.

- Held the election of representatives.
- Discussed the role and purpose of ELAC.
- Identified agenda items for upcoming meetings.
- Assistant Principal, Mrs. Campos-Lopez mentioned that the newcomer students are receiving a string backpack with a t-shirt and teddy bear to help welcome them into the school. They are also checked out a laptop that they can use to practice their English on Imagine Learning.

Mr. González of Highlands asked if checking out computers could be done for the other schools. Mrs. Guardado explained that this is a program that is in place for our newcomer students at Hillview and PHS. The purpose of the computer is to help them practice English on the programs to help accelerate the development of the language to allow them to access the general curriculum and classes offered.

MLK, JH: No member present to give report.

Rancho Medanos, JH: Mrs. Chávez reported.

- Meeting was on October 11, 2019.
- Discussed the role and purpose of ELAC.
- Training for ELAC officers to know more about their roles and functions.
- Reviewed reclassification criteria and parents of ELs who have not met the reclassification criteria are being invited to attend a meeting with Mrs. Kumar to review progress towards it.
- Went over upcoming events and encouraged parents to attend.
- Members identified other topics that they would like to see discussed at the upcoming meetings, topics like; student lockers to help with the heavy backpacks students are carrying around, additional tutoring opportunities for students who are performing below grade level, additional counseling services for students, more student celebrations and increase the use of audiobooks.

PHS: Mrs. Chávez reported.

- The meeting was on October 15th.
- ELAC officers were elected.
- Single Plan for Student Achievement was discussed identifying the key programs and services in place to help meet the needs of the students at PHS. The programs highlighted to help meet student's needs were; tutorial period which is a school-wide program to provide intervention time during the instructional day to students, learning center and evening school program.
- Discussed the importance of parent engagement/involvement and ways to partner up with parents to help meet the needs of the students and build partnerships.

Future Agenda Items:

- Presentation from Los Medanos College about their certificate programs they offer.
- Evaluation of EL Program; Title 3 funds.
- Next meeting is December 9, 2019.

Meeting adjourned at 7:45 pm.