



**Rowland Unified School District**  
**District English Learner Advisory Committee (DELAC) Meeting**  
October 4, 2018 ~ District Board Room  
**Meeting Minutes**

**Members in Attendance:** Vivian Zhao, Sara Serrano, Elsa M. Ruiz, Graciela Carrillo, Lorena Pacheco, Ofelia Mejia, Roman Pacheco, Andrea Torres, Alicia Hernandez, Guadalupe Magana, Llendy Avilez, Sandra Morales, Maria Guardado, Nora Murrieta, Juan Romero, Minerva Ojeda, Ross Du, Veronica Vazquez, Araceli Chavez, Amparo Morales, Refugio Arias, Jing Fan, Ana Diaz, Elizabeth Zamarron, Ana L. Jimenez, Wilma R. Fune, Angelita Sicat, Sandra Morales, Fathima Contreras, Veronica Carrillo, Nisa Li, Tina Weng, Lily Du, Baozhu Lei, Hsin-Yi Chou, Elvira Cruz, Perssyda Marquez, Rita Yee, Sandra Guzman, Gloria Villa, Silvia L. Rivas, Kim Louie and Jeane Carse.

- I. **Welcome and Introductions** -Mrs. Silvia Rivas, Director of the Special Projects/GATE Office, called the meeting to order at 9:06 a.m. and welcomed the DELAC Committee to the 2018-2019 school year and explained the purpose of the committee and encouraged the committee for their suggestions and input and to share this information with the school site as well as with other parents. Mrs. Rivas reviewed the items on the agenda, and advised the committee elections for DELAC Co-Chair Person would be taking place at today's meeting and reviewed the duties of the Co-Chairperson for both committees and how both committees' make a difference at the school sites for the EL students.  
  
Mrs. Rivas introduced the Special Projects/GATE Staff, District Translators and asked the Committee to introduce themselves.  
  
Mrs. Rivas presented a power point presentation of the *District English Learner Advisory Committee Rights and Responsibilities*, to further inform new members of the committee.
- II. **DELAC ELECTIONS** – Mrs. Rivas reviewed the handout and the committee had 5 nominations for the Co-Chair position. Election ballots were distributed and collected and the winner was announced, Baozhu “Ellen” Lei, Co-Chair for 2018-19 and 2019-2020 school year.
- III. **SPSA** – Mrs. Rivas reviewed the handout and power point presentation informing the committee that the SPSA Plans (*Single Plan for Student Achievement*) for all of the school sites that were approved by each sites School Site Council, and the annual process and timeline until submitted for the Board of Education approval in December 2018.
- IV. **ELPAC** – Mrs. Louie review the handout with a power point presentation on *Understanding ELPAC Results (English Language Proficiency Assessments for California)* testing procedure and how the results are used as a tool to indicate how student is progressing with their English language skills.
- V. **Migrant Education** – Mrs. Rivas introduced Mrs. Joyce Diaz, Coordinator and Mrs. Clotilde Ortiz, Recruiter from the San Gabriel Valley Consortium for Migrant Education. Mrs. Diaz explained the program and the benefits for students who qualify, as well as various other programs that are beneficial to the students and families. Mrs. Ortiz discussed the recruitment process and encouraged committee to advise other parents of this program.

Meeting Adjourned: 10:40am