

**Liberty Union High School District**  
**District English Learner Advisory Committee**  
**DELAC**  
**Thursday, September 20, 2018**  
**Minutes**

1. Introduction- Jenica introduced herself as the English Learner Coordinator. The other LUHSD staff and admin present were also introduced: Erik Faulkner (asst. superintendent of educational services), Julia Ferreira (AP at FHS), Maria Sanchez (counselor at FHS), Shannon Abono (counselor at LHS), David Campos (counselor at HHS).
2. Purpose/Future Meeting Dates- Jenica discussed the purpose of DELAC being an opportunity for parents, teachers, administrators and community members to discuss ways to improve the English Learner program. Topics such as courses offered, budget and successful components of the program, as well as areas for growth are discussed. Future dates are: November 29, February 28 and April 25.
3. Budget- Jenica explained the funds available to support the district's English Learners. Input regarding how funds should be spent to support the EL students is sought during the previous Spring DELAC meeting.
  - a. Title III - \$51,000
  - b. Title I – Freedom: \$260,000, Liberty: \$120,000 and La Paloma: \$22,000
  - c. LCAP
4. Site level ELD Support- Jenica outlined the designated EL courses available at each site.
  - a. **Liberty High School:**
    - ELD 1
    - ELD 2
    - ELD 3
    - English 9 – sheltered
    - Academic Support
    - English Fundamentals
    - Algebra – sheltered
    - Geometry – sheltered
    - Living Earth- sheltered
    - World History - sheltered
    - US History – sheltered
    - Gov/Econ - sheltered
  - b. **Freedom High School:**
    - ELD 3
    - English 9 – sheltered
    - Academic Support
    - English Fundamentals
    - Living Earth- sheltered
    - World History - sheltered
    - US History – sheltered
    - Tutorial Support – sheltered
  - c. **Heritage High School:**
    - ELD 3
    - English 9 – sheltered
    - Academic Support
5. ELPAC- Jenica discussed ELPAC scores and descriptors. Parents viewed practice tests and the "How to Read the ELPAC Score Report" handout.
6. Reclassification Criteria- Jenica reminded the group of the new RFEP criteria. This was updated to reflect ELPAC criteria as advised by the State.
7. Adult Education Opportunities- Jenica announced that Liberty Adult Education is partnering with Los Medanos College and Antioch Adult Ed to present: ***ESL Bridge: Your Next Steps After ESL on*** Mon, Oct 9- Fri, Nov 2 from 8:30 am – 1:00 pm
8. Questions- There were no further questions.

**Start Time: 7:00 pm Concluding Time: 8:15 pm**  
**Location: LUHSD Board Room, 20 Oak Street, Brentwood**

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**Thursday, November 29, 2018**  
**Minutes**

1. Introduction- Jenica re-introduced herself to new attendees.
2. Reclassification Process- Jenica outlined the RFEP criteria and the time periods throughout the year in which this process occurs. Jenica discussed the need for C or better in core classes as parents expressed concerns that their child got a 4 on ELPAC, but was not recently reclassified. Jenica expressed that all criteria must be met, but there would be another round done in January.
3. Seal of Biliteracy- Jenica outlined the required criteria for seniors to earn the California Seal of Biliteracy.
4. Preparing for the ELPAC- Parents browsed practice ELPAC assessments. Jenica discussed ways that parents could use the score report to identify areas of need and how to utilize the practice tests to improve those areas.
5. Site meeting dates- Site dates were posted. Parents inquired about ways that we could increase parent involvement in ELAC meetings. Site administrators suggested they take the parent ideas back to their sites to implement to increase attendance and participation:
  - a. Raffles
  - b. Class incentives
  - c. Fun activities
  - d. Networking
  - e. Needs to survey- identify parent interests
6. Questions/Comments/Concerns- None at this time.

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**Thursday, February 28, 2019  
Minutes**

- 1. Introduction of Pat Walsh, Director of Curriculum and Instruction- Jenica introduced Pat Walsh to the group. Jenica described his involvement in the English Learner program.**
- 2. Stakeholder Feedback regarding funds (Title 1, Title 3, LCAP)- Pat presented all actions, services and positions that have been implemented in the 2018-19 school year that came from stakeholder feedback collected in Spring 2018. Pat sought feedback from the DELAC committee regarding our Title 1, Title 3, Title 3 Immigrant and LCAP funds. Suggestions from the parents included:**
  - a. Full time EL Coordinator**
  - b. Full time EL parent liaison**
  - c. Parent engagement activities**
  - d. Professional development for teachers regarding strategies to support EL**
- 3. Questions, comments, concerns- Parents expressed appreciation in having the opportunity to provide input. Pat told the parents he would be presenting a summary of all stakeholder input at the final DELAC meeting in April.**

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**Thursday, April 25, 2019**  
**Minutes**

1. **Pat Boss update-** The previous EL coordinator had been in the hospital. Jenica updated the group on her condition and the group signed a “Get Well” card for her. Ana will deliver.
2. **LCAP:** Pat Walsh presented the Recommendations to the Board regarding our LCAP funds to the group. This included additional support for students with additional needs. LUHSD will be exploring options on what sort of position could provide the support needed.
3. **EL Coordinator:** Jenica announced that she will be returning to the classroom next year. Pat Walsh assured the group that he has been actively working with Jenica behind the scenes and he is confident the transition will be smooth.
4. **Questions, comments, concerns-** The group expressed appreciation and gratitude for the work that Jenica has put into the program this year.

**Start Time: 7:00 pm Concluding Time: 8:30 pm**  
**Location: LUHSD Board Room, 20 Oak Street, Brentwood**