



HUNTINGTON BEACH CITY SCHOOL DISTRICT EDUCATIONAL SERVICES

TO: District Advisory Committee (DAC)/ District English Language Advisory (DELAC) Committee/Title I

FROM: Cynthia Guerrero, Ed.D.
Assistant Superintendent, Educational Services

DATE: October 20, 2021

SUBJECT: **MINUTES OF THE DAC/DELAC/TITLE I MEETING HELD ON OCTOBER 20, 2021**

Present members:

Cynthia Guerrero, Ed.D.- Asst. Supt-Educational Services	Carolyn Wertheim - Director of Early Childhood Education
Roxana De La Torre - D.O, ESA I	Shannon Cronin-Miller- Dwyer, Asst. Principal
Danielle Ramirez, Ed. D.- Director Ed. Services	Alisha Tardif- Smith, Principal
Kevin Johnson- Ed.D - Peterson, Principal	Michelle Edpao– Eader Parent, DAC member
Maria Ashton - Smith, Principal	Courtney Kelley, Hawes Parent, DAC member
Renee Polk-Johnson, Ed.D. - Sowers, Principal	Ana Woolfolk -Dwyer Parent, DELAC/Title I member
Carolyn Beck- Eader, Principal	Patrick Leung-Sowers Parent, DAC/DELAC member
Mike Andrzejewski, Seaclyff, Principal	
Cynthia Zuniga- Community Liaison/ Bilingual	
Yasmin Bravo- Community Liaison/ Bilingual	

Absent members:

Julie Jennings- Hawes, Principal	Thomas Richardson- Dwyer Parent, DAC member
Karoline Aharon- Eader Parent, DELAC member	Deanna Garza- Peterson Parent, DAC member
Sabrina Schmid- Peterson Parent, DELAC member	

The following is a summary of the meeting of the DAC/DELAC/TITLE I meeting held on Wednesday, October 20, 2021

The meeting was called to order at 6:31 p.m. Due to COVID-19 restrictions, the meeting was conducted via Zoom. Bilingual-Spanish interpreters were available during the meeting.

Dr. Guerrero welcomed the DAC/DELAC/TITLE I members and introduced our new members: Dr. Danielle Ramirez-Director of Educational Services and our Bilingual-Spanish Community Liaisons; Yasmin Bravo and Cynthia Zuniga.



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Dr. Guerrero thanked all participants for attending our first DAC/DELAC training meeting. She went over the Zoom protocols and norms and asked everyone to check-in via the chat box by typing their full name and school site. Roll call and introductions were made.

Reports of Officers, Standing and Special Committees

Parent Input on ESSER III

Dr. Danielle Ramirez, Director of Educational Services, mentioned a parent survey that went out requesting their input on ESSER III. The survey is important as it allows parent input on how the district funds should be spent and prioritizes the needs of our students by the district.

A parent member mentioned he shared his input last year, and asked if he had to do it again this year. Dr. Guerrero advised him to fill out the survey in case he had anything to add.

Training

Dr. Guerrero explained that our first meeting is a training to give participants an understanding of the DAC/DELAC committee that will help to develop strategies to run effective meetings, and understand the legal requirements pertaining to the committee. She asked all participants to share (via the chat feature) what they know about DELAC and what they want to learn. She explained the law process of federal government funds to the classroom and federal and state laws. She also stated that the main goal is to allow our English Learner students the resources to become proficient in English and have the same outcomes as our English students.

Local Control Funding Formula (LCFF)

Dr. Guerrero shared information pertaining to the LCFF and explained it requires all school districts to involve parents in planning and decision-making, developing and reviewing Local Control and Accountability Plans (LCAPs) and provides extra funding for students with greater challenges: low income, foster youth, and English Learners.

The Local Control and Accountability Plan (LCAP)

Dr. Guerrero explained the district wide and school-wide goals and specific actions to be taken to achieve goals for all students. She reviewed the eight state priority areas that were discussed during the 2020-2021 school year and reviewed the key components of the LCAP.

Federal and State Requirements for DELAC

Dr. Guerrero shared what is necessary to put together a DELAC at a district and advised that any school district that enrolls 51 or more English Learners, regardless of the home language, must have a functioning DELAC. She shared the composition of a DELAC and what the responsibilities and essential criteria of a DELAC consist of, the DELAC Bylaws and the parliamentary procedures and their importance.

Responsibilities of DELAC Representatives

Dr. Guerrero went over the responsibilities of DELAC representatives and the duties of the general assembly. She went over the Roberts Rules of Order and Code of Conduct, and the Rights of Individual Members. She explained the importance of a Quorum, the rights and understanding of a Motion and Minutes.

Dr. Guerrero asked for volunteers or nominations.



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Mrs. Carolyn Wertheim, Director of Early Childhood Education, asked about the time commitment.

Dr. Guerrero said about six hours total. She said there are four meetings left, and each would require about 20 minutes two weeks before the meetings to discuss and develop the agenda. A script and help would be provided for all meetings.

Mrs. Wertheim mentioned it can be intimidating, but that district staff is here to help and support our members.

Mr. Patrick Leung volunteered for any position.

Dr. Guerrero nominated Mr. Leung as Chairman/President. Dr. Renee Polk-Johnson, Principal at Sowers, seconded the motion. All approved.

Dr. Guerrero asked all participants to share (via the the chat feature) what they learned today, one idea they have for the committee, and one goal they have for this school year.

Mrs. Wertheim motioned to close the session. Dr. Polk-Johnson seconded the motion. All approved.

English Learner Reclassification

Dr. Ramirez shared the English Learner Reclassification Requirements. She explained the change in criteria and requirements due to COVID. Districts were given the option of SBAC or STAR and HBCSD chose to go with STAR for reclassifications, but would reinstate SBAC testing. She also mentioned that after reclassification, students are monitored for four years to make sure they are doing well in their reclassification.

A parent member asked for more information on the decision and Dr. Ramirez explained that with the limited school schedule due to COVID, STAR testing was the best option because SBAC is time consuming and would be a disadvantage to our students.

Dr. Guerrero motioned to accept the reclassification requirements as presented. Mr. Kevin Johnson, Principal at Peterson seconded the motion. All approved.

Other Resources and Needs

Dr. Ramirez mentioned and shared a sample of the “Survey for Community Resources” sent out by the Community Liaisons through Parent Square, and said it would be available on our website soon.

A parent member asked if the survey was only for EL parents or if all parents could take the survey and requested the link. Dr. Ramirez mentioned initially it was only sent out to EL, foster youth, and low income parents, but that she would re-send the survey and make sure it was available for all parents/guardians.

Public Comments and Advisory

A parent member requested more information about the Community Liaisons. Dr. Ramirez reintroduced both Liaisons.

Dr. Guerrero said parent members can also work with their school principals on goals so they can be shared and talked about during the meetings. She reminded everyone that the goal of the committee is to improve parent involvement and welcomes all ideas and suggestions.



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Mrs. Carolyn Wertheim asked for a review of the main acronyms. Dr. Guerrero mentioned the main acronyms: English Learner Advisory Committee (ELAC), District Advisory Committee (DAC) and District English Learner Advisory Committee (DELAC).

A parent member asked how parents can find out about resources and support. Dr. Guerrero mentioned that through these meetings, and coffee talk with Superintendent Dr. Leisa Winston, parents can express their concerns and areas of need or support. She also mentioned that completing the surveys and communicating with their principals and Community Liaisons will help structure these meetings.

Dr. Renee Polk-Johnson and Ms. Alisha Tardiff, Interim Principal of Smith, expressed how helpful having Community Liaisons will be for their Spanish speaking parents.

Dr. Guerrero mentioned she is working on getting a Community Liaison-Bilingual Vietnamese.

A parent member shared that he is glad to hear the voices of Spanish parents in the committee and is excited that we are offering translations so parents can participate. He also mentioned that parents of other languages would love to volunteer and contribute with translations as needed. He wanted to let the committee know he is here to help not only students but parents as well.

Dr. Ramirez asked participants to think about what they would like to talk about during the November meeting. She asked for preferences of in person or Zoom meetings, and if parents would need child care should the meetings be in person.

New Business

No new Business.

Adjournment

At 7:11 p.m., Mrs. Carolyn Beck, Eader Principal, motioned to adjourn the meeting. Deanna Garza, parent DAC member, seconded the motion.