



MARK WEST UNION SCHOOL DISTRICT

305 Mark West Springs Road, Santa Rosa, CA 95404-1101
District Office (707) 524-2970
Business Office (707) 524-2977 ♦ Fax (707) 524-2976
Dr. Rachel Valenzuela, Superintendent
rvalenzuela@mwusd.org

Board of Trustees:
Sara Azat
Brian Burke
Priscilla Jaworski-Quintanilla
Victor McKnight
Brad Sherwood

Director of Instructional Services:
Lisa Warne
Chief Business Official:
Renee Loeza

District English Learners Advisory Committee
DELAC/ELAC
Wednesday, December 7, 2022
6:00-7:00 PM

MINUTES

1. **Call to Order/Welcome/Introductions:** Lisa Warne called the meeting to order and welcomed all parents, staff members, and guests.
2. **Adjustments to the Agenda:** There were no adjustments to the meeting agenda.
3. **Approval of October 2022 Minutes:** The minutes from the October 2022 meeting were reviewed. Erick Carrillo made a motion to approve the minutes as read and Melissa Real seconded the motion. The minutes were approved by unanimous vote.
4. **New Business**
 - A. How do your schools identify students that might be an English Learner? Ms. Warne reviewed how the district identifies whether a student might be a Multilingual Learner (English Learner). When parents enroll a student, they complete a Home Language Survey. She shared that if a student first learned to speak a language other than English and the language most frequently used at home is a language other than English, the district will assess the student's listening, speaking, reading, and writing skills in English using the English Language Proficiency Assessments for California (ELPAC) to determine if they are an English Learner.
 - B. What are the English Language Proficiency Assessments for California (ELPAC)? Ms. Warne explained that The English Language Proficiency Assessments for California (ELPAC) was established in 2018. The initial ELPAC identifies students as either ELs or initial fluent English proficient. The summative ELPAC assesses the progress of ELs in acquiring the skills of listening, speaking, reading, and writing in English. Melissa Real asked how parents know if their child is an EL. Ms. Warne explained that parents receive a letter that includes their child score report on the initial ELPAC the first year they are in school in California. Summative ELPAC score reports are sent out to parents annually. Jordana Martinez asked for more information to help her understand the results of the ELPAC. Carmen DeLoza shared that interpreting the results can be difficult for all of us. More information on interpreting ELPAC scores will be shared at the next meeting. Jordana also asked how the test was administered. Carol Contreras explained that it is a standardized test and is administered in English. Some parts are administered 1-to-1 and some are in group settings. It depends on the age of the student and what part of the ELPAC they are taking. Carmen DeLoza shared that the results of the ELPAC do not affect students' report card grades. Melissa asked when students take the iELPAC and the Summative ELPAC. Ms. Warne shared that the iELPAC is given at the beginning of the year and to new students upon enrollment based on their home language survey. The summative ELPAC is administered in the spring.
 - C. Update on resources for our Multilingual Learners Ms. Warne shared that the district is looking to offer some tutoring for our EL students through The Tutoring Center in Santa Rosa. She shared information about the

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academic programs for reading offered for Kindergarten through 3rd grade and 4th-8th grade. Parents interested in participating were asked to add their name and contact information to a sign up sheet. One question raised by a parent was what days of the week this would likely take place. Ms. Warne shared the weekly schedule could be arranged between the parent and The Tutoring Center. Ms. Warne will share more information about this with parents at the next DELAC meeting in February.

- D. Adult Education courses through Santa Rosa Junior College Ms. Warne shared with DELAC some community resources available through SRJC including ESL classes and computer classes for adults. Ms. Warne shared that the DELAC presentation including links for enrollment would be shared on our district website for parents to access if they are interested.
- E. Attendance Information Ms. Warne discussed the importance of good attendance and arriving at school on time. Ms. Warne shared how even being a few minutes late to school can add up over time to lost instructional time. Mr. Batt acknowledged that family is so important to our culture. Ms. Warne shared the School Attendance Review Board (SARB) Process as well including truancy letters. Carmen DeLoza shared that letters are sent out after 3,5, and 7 unexcused absences. Ms. Warne emphasized that the district wants to help support students and families with attendance if necessary.
- F. Needs Assessment: Youth Truth Survey coming January 3-January 27 Ms. Warne shared the purpose of the Youth Truth Survey is to gather feedback from students, families, and staff to be used for strategic planning to improve academic outcomes and perceptions of school. The survey will be available for parents to take online from January 3-January 27. Students in 3rd -8th grade will take the survey at school. Parents can use a computer in the school office to take the survey if they wish.
- G. TK/Kindergarten Enrollment Ms. Warne shared that families can enroll their incoming TK and Kindergarten students now! The district office is happy to help with the online enrollment if parents wish to use a computer there or need any assistance.
- H. Kindergarten Information Night Ms. Warne shared that the district is holding a TK/Kindergarten information night for parents on January 19th via Zoom. The English session is at 6:00 pm and the Spanish session is at 7:00 pm. Parents are encouraged to attend to learn more about our program, meet our staff, and learn about after school child care options.

5. Reports and Announcements

- December 5: TK/Kindergarten Online Enrollment for 2023/24 begins
- December 19 - January 2: Winter Break - no school
- January 3: School Resumes
- January 16: Martin Luther King Jr.'s Day Holiday - no school
- January 19: Kindergarten Parent Information Night for the 2023-23 school year
- February 8: DELAC meeting at Mark West Elementary School

6. Adjourn

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