



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, November 29, 2023

5:30 - 6:30 PM

LOCATION: Mark West Charter School

Rooms C5/C6

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 2023 Minutes:** The minutes from the October 2023 meeting were reviewed. Carmen Fuentes made a motion to approve the minutes as read and Carmen DeLoza 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. 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. 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. 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:** Julianne Jones was a featured guest speaker from The Tutoring Center in Larkfield Center. Ms. Warne shared that the district is looking to offer more tutoring for our EL students through The Tutoring Center in Santa Rosa. Julianne shared information about the 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.



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- 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. Ms. Warne shared the School Attendance Review Board (SARB) Process as well including truancy letters. Ms. Warne emphasized that the district wants to help support students and families with attendance if necessary.
- F. Needs Assessment:
- Youth Truth Survey coming soon! 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 9-January 26. 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.
 - LCAP Educational Partner Input Ms. Warne also gathered input from the advisory committee for the development of our upcoming LCAP by asking two questions and providing members to respond in writing on paper or respond to a Google form. She shared that she will work to gather input for the development of our next LCAP at each DELAC meeting this year.
- G. TK/Kindergarten Enrollment Ms. Warne shared that families can enroll their incoming TK and Kindergarten students beginning December 4, 2023. The district office is happy to help with the online enrollment if parents wish to use a computer there or need any assistance.
- H. TK/Kindergarten Information Night Ms. Warne shared that the district is holding a TK/Kindergarten information night for parents on January 18th at Mark West Elementary School in the multi-purpose room at 6:00 pm. Parents are encouraged to attend to learn more about our programs, meet our staff, and learn about after school child care options.
- I. Tree Lighting Ceremony at Mark West December 6th Parents are invited to welcome the holiday season at this annual event with performances by the Mark West Union School District's music and choral programs.
- J. Donation of tickets to Posada Navideña for Mark West USD families Ms. Warne shared that the Luther Burbank Center for the Arts has donated up to 30 seated tickets for this annual event. Parents interested in attending were asked to add their name to a sign up sheet.

5. Reports and Announcements

- December 4: TK/Kindergarten Online Enrollment for 2024/25 begins
- December 22 - January 8: Winter Break - no school
- January 9: School Resumes
- January 15: Martin Luther King Jr.'s Day Holiday - no school
- January 18: Kindergarten Parent Information Night for the 2024-25 school year
- January 19: MWCS Report Cards go home
- February 7: DELAC meeting at Mark West Charter School (Rooms C5/6)

6. Adjourn

Mark West Elementary School
Kelli Osorio, Principal
4600 Lavell Road
Santa Rosa, CA 95403

San Miguel Charter Elementary
Patrick Eagle, Principal
5350 Faught Road
Santa Rosa, CA 95403

John B. Riebli Charter Elementary
Emily Todd, Principal
315 Mark West Springs Road
Santa Rosa, CA 95404

Mark West Charter School
Michelle Franci, Principal
4600 Lavell Road
Santa Rosa, CA 95403



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