

Chino Valley Unified School District
School Name: Butterfield Ranch Elementary School
English Learner Parent Meeting

MINUTES

8/24/2023 @ 1:30 p.m.

<https://chino-k12-ca-us.zoom.us/j/99256035134?pwd=VVZlMjJ3WHNLeE9sK1pZUNQUmdNdz09>

1. The meeting was called to order at 1:30 p.m. by Jeanette Kwon.
2. Agenda Items:
 - a. The EL coordinator explained what every EL parent needs to know, including the English learners program and how students are identified as English learners. During this time a parent asked when the students get their EL services. Jeanette Kwon explained that BRE has “Universal Access” time where each grade level uses 30 minutes of their day to service students who are identified as EL.
 - b. The purpose and roles of ELAC and DELAC were discussed.
 - c. The ELAC election procedures were explained. In the form, there was a section to write in anyone else who was interested or a person could write themselves in. The google form will be sent out through Parent Square after this meeting.
 - d. ELAC will nominate and vote for a DELAC representative. Our ELAC members will vote for our DELAC representative.
 - e. The EL coordinator explained the Uniform Complaint Procedures (UCP).
 - f. The criteria for reclassification were discussed. The number of students that will be reclassified at the start of the school year are 20. A ceremony will be held in the near future and the information will be on our website. Jeanette Kwon will call all the parents of reclassified students to join the ceremony.
3. Unfinished Business -There was not any unfinished business as this is the first EL parent meeting of the school year.
4. New Business-There was no New Business items
5. Public comments for items not on the agenda-There were/were not public comments for items not on the agenda.
6. Upcoming Events: The ELAC committee discussed future meeting dates and times. The first ELAC meeting will be held on [Wednesday, October 11, 2023 @ 8:30 am on zoom \(link will be on our BRE website\)](#). The first

DELAC meeting will be held on 10/3/23 (9:00am-11am) at the Family Engagement Center (FEC) in Room 25.

7. The meeting was adjournment at 2:00 p.m.