



CHINO VALLEY UNIFIED SCHOOL DISTRICT

District English Language Advisory Committee

Minutes

October 3, 2023

- Welcome & Introductions-The meeting started at 9:02am with welcome and introductions of staff.
- Meeting Norms-The meeting norms were reviewed.
- Hispanic Heritage Month – Dr. Carrizosa showed a short video about National Hispanic Heritage Month. She shared that over 400 Chino Valley seniors are on track for the State Seal of Biliteracy and will be acknowledged this month at a ceremony put on by the county superintendent. She also shared various events happening at different schools.
- Activity-Parents participated in an activity that required them to introduce themselves to two other parents and share their favorite holiday and favorite food. Dr. Carrizosa shared that last year’s DELAC wanted to learn more about how to help their children with academics at home. Dr. Carrizosa emphasized the importance of reading to students at every age for at least 20 minutes a day. All parents were given the book titled, “Areli is a Dreamer”. Pre-reading strategies were shared. Dr. Carrizosa encouraged parents to visit the library with their students. Mrs. Mendoza gave parents strategies on summarizing reading by asking questions. We practiced the first two summary questions with parents. Parents were informed that they do not need to speak English to encourage reading and that they can play books on YouTube that students can follow along to. Areli is a Dreamer was played on YouTube.
- DELAC Roles & Responsibilities- DELAC roles and responsibilities were explained. Dr. Carrizosa explained that DELAC representatives will share what they learned with their school’s ELAC. It was explained that this can be done in 5-10 minutes, and they were not expected to make a full presentation, just a summary of what was discussed. They will get help from the school’s EL Coordinator. They can also share back with DELAC things happening at their schools.
- DELAC Meeting Dates were shared.
- Multilingual Master Plan (MP) Updates – Dr. Carrizosa showed parents how to find the master plan and DELAC meeting information on the Access & Equity website.
- Identification of English Learners- Dr. Carrizosa explained how English learners are identified. She also shared a sample of the Initial ELPAC score report. She mentioned that students’ test scores can be found on the parent portal. A parent asked if the test is on a computer and about students who have never seen a computer. It was explained that the

Initial ELPAC is a computer test administered by trained examiners that provide assistance to students. A parent asked if there was a possibility for students to skip through questions on the Summative ELPAC. It was explained that the Kinder through second grades are one-on-one tests for all domains: listening, reading, speaking, and writing. The speaking domain is a one-on-one test for all grades. Students in grades 3-12 take listening, writing, and reading on their own and can rush through it. Parents were encouraged to practice the test at home with their students and to remind them to take their time.

- Parent Portal-ELPAC Score Reports in Parent Portal – Ms. Cordero showed parents how to access the Parent Portal. She shared that she and her team are available to help if needed.
- Review and comment on Written Notifications Required to Be Sent to Parents and Guardians-Dr. Carrizosa went over the Initial and Annual Parent Notification letters. Parents were given discussion time in pairs and asked to discuss who gets the initial notification letter versus the annual notification. They were also asked to identify two items that can be found in the letters. A parent shared that at her school they do not call the meetings “ELAC” on the invitations. To encourage participation, they invite parents to come and learn about a particular subject. She shared this has been helpful at her school. Parents did not have additional comments about written notifications.
- Establishment of District Program, Goals, and Objectives for Programs and Services for English Learners- District goals and objectives were reviewed. Ibis Cordero shared a flyer for upcoming parent workshops. There were no comments on the current goals and objectives.
- Review and Comment on the School District’s Reclassification Procedures- Dr. Carrizosa went over reclassification procedures. She also went over the procedures for reclassifying students in special programs. She took a vote to see if everyone agreed with the current procedures. All agreed by a show of hands. She shared that these would be reviewed again at the last meeting. A parent shared that her child has an IEP and was unable to pass the ELPAC with a score of 4. She met with the school team, and they decided to continue EL services for one more school year. She agreed to her child receiving more support. They agreed to consider reclassifying her child next year. She discussed the importance of advocating for your children. Another parent asked if students get EL support if they have a 3 or 4 on the ELPAC. It was explained that students receive support until reclassified. Dr. Carrizosa shared data on reclassification trends for the last six years. She shared that there are 72 students district-wide that have an overall score of “4” on the ELPAC but are not meeting the other criteria for reclassification. They were encouraged to seek help if their students are in this situation.

- At Risk LTEL/LTEL Data- Dr. Carrizosa shared a slide on how Long-Term English Learners (LTEL) and At-Risk Long-Term English Learners (ARLTEL) are defined by California Department of Education (CDE). There are specific criteria, but the data is usually a year behind. It was explained that in the Chino Valley Unified School District we define LTELs as students that have been in the EL program for six years or more years and ARLTEL have been in the EL program for 4-5 years. Dr. Carrizosa shared a graph on the number of LTELs and ARLTELS in our district. She talked about the importance of reclassifying students once they meet the criteria. Sites are asked to provide support for students that are not making progress on reclassification criteria.
- ELPAC Practice Tests - Dr. Carrizosa discussed that the Summative ELPAC is given every year to all English learners to measure their English language proficiency. She went over a sample Summative ELPAC score report. She explained that the goal is for students to move up a level every year. She explained how to access Summative ELPAC resources, ELPAC Starting Smarter and the practice tests.
- Dr. Carrizosa went over tips on how to help our students at home. She shared tips like how to make reading fun and important to students. Checking backpacks, assignments and maintaining communication with teachers as needed.
- Uniform Complaint Procedures (UCP)- Ms. Cordero went over the Uniform Complaint Procedures. Parents were provided with copies of the brochures.
- Rosetta Stone- Dr. Carrizosa shared that immigrant students and their parents would be provided with access to Rosetta Stone this school year.
- Dual Language Immersion Programs -Dr. Carrizosa shared that the DLI Mandarin Program at Hidden Trails is on their second year and that Anna Borba started a Spanish Dual Immersion program this school year.
- Parents were reminded that the next DELAC meeting is on January 9, 2024, at 9am at the Family Engagement Center.
- Parents had no further questions and the meeting was concluded at 10:56 am.