

Conejo Valley Unified School District  
 Student Support Services  
 English Learner Services

DISTRICT ENGLISH LANGUAGE ADVISORY COMMITTEE  
 Minutes  
 February 23, 2021, 9:30-11:30 a.m.  
 Zoom Meeting

<p><b><u>DELAC Representatives</u></b>          Maria Vega, Banyan          Carina Pivaral, Conejo Elementary          Gladys Koscak, Cypress          Liliana Diaz, EARTHS          Claudia Mantilla, EARTHs Alternate          Maria Garcia, Glenwood          Carmen Escalante, Glenwood Alternate          Evelyn Delgado, Ladera          Lucely Duarte, Maple          Alma G Molina Valenciana, Weathersfield          Katrin Bergauer, Westlake          Patricia Torres, Westlake Hills          Alejandro Tellez, Westlake Hills Alternate          Rocio Perez Turijan, Los Cerritos          Kena Sanchez, Redwood          James Ranck, CVHS          Karla Luna, Sycamore &amp; NPHS          Sonia Avalos, WHS          Helena Krostag, TOHS</p>	<p><b><u>Staff</u></b>          Dr. Deborah Martinez, Coordinator of EL Services          Isabel Alamillo, EL Secretary          Susie Stanziano, Senior Office Assistant          Gary Bradbury, Director Safety &amp; Risk Management          Shauna Ashmore, Student Support Services Director          Amber Bowman, Student Support Services Coordinator</p> <p><b><u>DELAC Representatives NOT Present</u></b>          Eulalia Soriano, Acacia          Carlos Guzman, Aspen          Lang Ranch          Rocio Rangel, Colina          Ana Garcia, Sequoia          Azaybath Longano, Madroña          Teresa Rodriguez, Walnut          Wildwood</p> <p><b><u>Alternate DELAC Rep. Not Present</u></b>          Carolina Zuniga, Acacia Alternate          Vivean Lucio, Banyan Alternate          Angelica Tan, Glenwood Alternate          Maribel Bruno, Maple Alternate          Maria E. Ramirez, Colina &amp; TOHS Alternate          Sara Zamora, Walnut Alternate          Tania Rubin, Westlake Hills Alternate</p>
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**I. Opening Provisions**

- A. Claudia Mantilla, DELAC President, called the meeting to order at 9:35 am
- B. Pledge of Allegiance
- C. Approval of Agenda  
 Motion to approve the agenda as presented; agenda approved by Kena Sanchez and seconded by Liliana Diaz

## II. Reports

### A. District Advisory Committee (DAC) report – Katrin Bergauer, DELAC Secretary

Meeting was held on 2/9/2021 and the following items were discussed:

- Mental Health Training - handbook for teachers to have on hand to share with students that confide in them with resources that they can access.
- Update on the free COVID-19 Testing site next to the District Office on Janss Rd.
- Update on HS reopening - with county numbers going down the HS opening could be soon.
- School Choice

### B. Community Outreach Committee (COC) Report – Dr. Martinez, Coordinator English Learner Services

For the February meeting the guest speakers that shared their services and resources were:

- Migrant Education Program - we currently have no students identified in CVUSD at this time. The type of services they offer were explained.
- Ventura County Public Health - they have held free COVID testing at Conejo Elementary. Also other services provided in the county and their facilities.
- Food Share - shared how to access their services.

### C. School Reports (By-laws Article VII, Standing Rules Article II)

1. **Acacia** – No report
2. **Aspen** – No report
3. **Banyan** - Family reading night will be 3/2/2021. ELPAC Testing taking place now. The intervention programs like Imagine Learning, Smart Ants and Rosetta Stone continue to be used.
4. **Conejo** –
5. **Cypress** - ELAC meeting held on 2/2/2021 with one parent in attendance. Supplemental resources the school has been implementing. ELPAC testing is starting. Next ELAC meeting will be the Newbury Park cluster meeting. Update: The International Baccalaureate application inclusion of a foreign language is required. Currently looking for a Spanish teacher.
6. **EARTHS** – Next ELAC meeting at the end of the month. This week the Virtual Fun Run 2021 will take place. This is a fundraiser. ELPAC testing has begun.
7. **Glenwood** – ELAC meeting on 2/3/21 and Outreach Program presented to the Title 1 schools that joined this meeting. Individual technology sessions continue to be offered to support the parents. There 148 students that need to be assessed and the ELPAC 1:1 are being scheduled by the Bilingual Facilitator. Teacher will administer the group section for grades 3-5.
8. **Ladera** – ELAC meeting was held 2/2/21. Imagine Learning and Smarty Ants are helping the students. Big thing right now is the students that are remote are getting discouraged or are not motivated, but trying to use awards as a motivator. ELPAC 1:1 has begun with the proper health guidelines protocol in place.
9. **Lang Ranch** - No report
10. **Madrona** – No report
11. **Maple** - SCC Meeting

12. **Sycamore** – No report
13. **Walnut** - No report
14. **Weathersfield** - Next SSC meeting on 3/2/21. ELAC meeting will be tonight. ELPAC testing is taking place right now.
15. **Westlake Elem** - Planning of events for remote students and everyone. Coming up is our Egg Ball event.
16. **Westlake Hills** – Read Across America will take place 3/1/21-3/5/21.
17. **Wildwood** - No report
18. **Colina** - No report
19. **Los Cerritos** - SCC meeting on 2/3/21 and ELAC meeting on 1/27. Resources for families were shared like MANNA, Food Share, Teen Center, etc. Update on ELPAC and CAASPP testing. Strategies to having success.
20. **Redwood** - At the last ELAC meeting the following was discussed: ELPAC 1:1 testing taking place and it will continue until May 31st, virtual fieldtrips, Wednesday are a Learning Check day for secondary schools. Also by July the Science, English and Math test will have been reviewed.
21. **Sequoia** - No report
22. **NPHS** – ELAC meeting on 12/10/20. Ana Alvarez presented other programs and resources that are available. Senior updates provided and resources that the school has for the students and there is a Facebook Spanish Page
23. **TOHS** - Last ELAC meeting Moorpark College Financial Aid Office did a presentation and discussed the FAFSA application. Next ELAC meeting on 3/25/21 and Westminster Free CLinic will be presenting. ELPAC Group testing will be 3/10 and 3/19 and the Speaking sections is also taking place.
24. **WHS** - Next SCC meeting today at 3pm. Last ELAC meeting parents informed of two upcoming parent information nights that will be held in Spanish. First the Patient Care program will present for any student interested in participating and second, Moorpark College will present to Spanish speaking families regarding how to apply.
25. **CVHS** - No report

#### D. Public Comments

No public comments emailed.

### III. Information/Discussion Items

#### A. Information: COVID-19 Update, Gary Bradbury, Safety & Risk Management

Mr. Bradbury reviewed the COVID-10 dashboard and the timeline tracker. He provided information about the COVID-19 testing center near the District Office on Janss Rd. CVUSD employees have participated in the monthly COVID-19 testing screening. There is a record of 690 employees thus far who have participated. Mr. Bradbury shared the COVID-19 testing locations via a flyer.

#### B. Presentation: The Importance of Attendance, Shauna Ashmore, Student Support Services Director, & Amber Bowman, Student Support Services Coordinator

Mrs. Ashmore provided an introduction to the Student Support Services team and reviewed key terminology that is relevant to the department. The attendance presentation included the following:

- Difference between excused and unexcused absences
- Defined, truancy as stipulated by the Edcode 48205
- Changes in attendance tracking due to school closure and reopening guidelines
- Described student benefits that are correlated with consistent attendance

The DELAC parent representatives asked several clarifying questions about attendance, participation and the implications of attendance in a remote learning environment. Some of the questions include, but are not limited to the following:

- Do students need to turn on their computer cameras to be marked present?
- In an in-person setting, how do schools address punctuality when classrooms are located far from each other, especially for athletics purposes where changing may cause students to be late to their next class?
- Can schedule changes and teacher changes be reconsidered as students need to connect with their teachers and sudden changes are difficult for teens (secondary example was shared).
- What are the protocols when a student does not meet the safety criteria based on the screening test for in-person instruction? How do these absences affect students?
- Why are remote instruction assignments different from independent study assignments?

Both Mrs. Ashmore and Mrs. Bowman addressed each question by referring to the Reopen & Redesign opening safety guidelines, and all the SARB protocols and its differences during this unique year.

**C. Presentation: ELPAC Update/Reclassification, Coordinator English Learner Services, Dr. Deborah Martinez**

Dr. Martinez provided an overview of the computer-based English Language Proficiency Assessment (ELPAC). The assessments are administered in both modalities: remote and in-person. The purpose of the state language assessment was explained. In addition, there was an emphasis on what the assessment measures, which is not correlated to academic performance. The ELPAC is an assessment tool that gauges the language proficiency of English Learners. Dr. Martinez also explained the logistics on how the individual portions of the assessment would be administered and how the school leaders were coordinating the group portions of the assessment. Parent notifications were sent on January 28, 2021. The DELAC parents asked question such as the following but not limited to:

- How are students with an IEP accommodated during ELPAC?
- Will students be dismissed from assignments if they are completing the ELPAC during instructional minutes?
- Can parents assist the student who is taking the ELPAC remotely?
- What is the process when a student loses connectivity during the ELPAC assessment.

Dr. Martinez responded to all questions by referring to the California Department of Education guidelines. She affirmed that students with an IEP are provided the accommodations stipulated in the IEP. She also reminded the parents that the assessment is intended to gauge the English proficiency of students and the adults would not be able to help as that would invalidate the results. If the student is completing the ELPAC during instructional time, the teacher would be notified and accommodation for missed assignments would need to be considered.

**IV. Action Items - General**

None

**V. Action Items – Consent**

**A. Approval of January Minutes**

Motion to approve the minutes as presented; Minutes approved by Rocio Perez and seconded by Lucely Duarte.

**VI. Adjournment**

A. Tentative Agenda Items for Next Meeting  
TBD by the Executive DELAC Board

B. Meeting Adjourned at 11:38 a.m.