



ACCESS DELAC (III)

AGENDA

April 15, 2013

Introductions of All Present

Review Divison Advisory Group
Purpose, composition and calendar

Review & Discuss
DELAC training: Elements of Federal Program Monitoring
Language Census 2012-13 understanding and implications
Annual notices to parents: What are they? What can we do to support parent understanding?

Parent Forum:

Last month's requested topic from ELACs

Topics for Research and Discussion at the next DELAC Meeting

Adjournment



**Orange County Department of Education, ACCESS
English Learner Advisory Committee (DELAC)**

Minutes of DELAC Meeting of 4/15/2013

MEMBERS PRESENT: See attached sign-in sheet

Legal Requirement/Training Covered: (Check topic(s) covered at *this* meeting and reflected in Minutes)

	1	Development/revision of the district Master Plan for educational programs and services for English Learners that takes into consideration the Single Plan for Student Achievement
	2	Conducting of a district-wide needs assessment on a school-by-school basis
	3	Establishment of district program, goals, and objectives for programs and services for English Learners
	4	Development of plan to ensure compliance with any applicable teacher and instructional aide requirements
x	5	Administration of the annual language census
	6	Review/comment on district reclassification procedures
x	7	Review/comment on written notifications required to be sent to parents and guardians

Agenda Item	Notes
1. Administration of the annual language census	PowerPoint describing the data within the census as well as a discussion related to the specific data reported by ACCESS with a breakdown of each Administrative Units data reported.
2. Review/comment on written notifications required to be sent to parents and guardians	CAHSEE parent letters, AMAO Title III Accountability letter, and the CELDT results letter were all discussed. Parents were provided with examples and were asked to review them with their ELAC for additional suggestions.
3. Small group share out regarding results of ELAC discussions regarding Needs Assessment for each A.U.	This discussion was placed on hold due to the lack of participation/attendance.
4. Presentation regarding elements of Federal Program Monitoring ... <i>What parents need to know about the process!</i>	The Federal Program Monitoring description as printed on the cde website was discussed and current 2012 results were discussed.

*See additional minutes page

4/15/2013 DELAC Extended Minutes

1. Administration of the annual language census
2. What goes home to parents? Review/comment on written notifications required to be sent to parents and guardians.
3. District English Learner (ELAC) Needs Assessment
4. Presentation regarding elements of Federal Program Monitoring ... *What parents need to know about the process!*.