

# Mendota Unified School District

## State and Federal Programs

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115 McCabe Avenue • Mendota, CA 93640 • (559) 655-2503 • (559) 655-3226

Paul Lopez, Ed.D., *Superintendent*

Jose M. Ochoa, *Director of State and Federal Programs*

### DELAC Meeting 3/*Reunión 3* Minutes/*Acta*

Parent Center/*Centro de Padres*

February/*febrero* 7, 2017

10:30 a.m.

Patricia Cruz, *McCabe*    Floren Gamez, *Wash.*    Maylin Ibarra, *MES*    Maria Guillen, *MJHS*  
 Maria Serna, *MHS*    Jose M. Ochoa, *Dist.*    Manuel Bautista, *Dist.*    Tabitha Plascencia, *Dist.*

#### 1. **Opening of Meeting & Introductions/*Apertura de la reunión y presentaciones***

Mr. Ochoa welcomed everyone in attendance and thanked them for taking the time to be present.

#### 2. **Roll Call/*Pasar Lista***

Mrs. Tabitha Plascencia took roll at 10:43 a.m.; all members of the committee were present with the exception of Ms. Floren Gamez, *Washington* (7-1).

*La Sra. Tabitha Plascencia tomó lista a las 10:43 a.m.; todos los miembros del comité estuvieron presentes con excepción de la Sra. Floren Gámez, de la Escuela Primaria Washington (7-1).*

#### 3. **Approval of Agenda/*Aprobación de la Agenda***

Mr. Ochoa presented the Agenda for approval: Ms. Patricia Cruz made the first motion to approve, followed by Ms. Maria Guillen, who second the motion; all were in favor, 7-0.

#### 4. **Approval of the Minutes for November 8, 2016/*Aprobación del acta de la reunión del 11 de octubre del 2016***

Mr. Ochoa presented the Minutes from the last DELAC meeting held on November 8, 2016, for approval: Mr. Maria Serna made the first motion to approve, followed by Mrs. Maylin Ibarra who second the motion; all were in favor, 7-0.

*El Sr. Ochoa presentó para aprobación el Acta de la última reunión DELAC llevada a cabo el 8 de noviembre del 2016: La Sra. Maria Serna hizo la primera moción para aprobar, seguida por la Sra. Maylin Ibarra quien secundo la moción; todos a favor, 7-0.*

#### 5. **Old business/*Negocios anteriores***

##### a. Training

- i. Mr. Ochoa presented the *Robert's Rules of Order*. A Power Point Presentation assisted his presentation. He informed all in attendance, that the Robert's Rules of Order are needed to be able to conduct an effective and efficient meeting. The topics discussed in the Robert's Rules of Order included: *parliamentary law, agenda, quorum, motions, minutes and voting*. After the presentation, Mr. Ochoa reemphasized the meaning of *quorum*. He conveyed the importance of a panel's quorum and stated that according to the committee's bylaws a 51%-member quorum is necessary to proceed with a meeting. Mr. Ochoa asked the panel if they

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had any questions, no questions were asked. **Please see attached presentation for discussion points.**

b. Results of the EL Needs Assessment

Mr. Ochoa asked Mrs. Guillen, council member, if she would kindly read item 5-b. After the reading of item 5-b, Mr. Ochoa explained that during the month of October, every school site, apart from Mendota High School, conducts Parent/Teacher Conferences and during the conference parents were asked to fill out an English Learner's Needs Assessment Survey. Mr. Ochoa asked if anyone knew the purpose of the survey. An attending parent answered, stating that the survey pertained to parent views on child safety and school efforts. Mr. Ochoa confirmed the parent's answer and proceeded to present each school site's survey results. The survey results presented an overall positive school climate, in which Mr. Ochoa stated was the district's priority to see it that our schools are safe and productive. Mr. Ochoa asked if there were any questions. Mrs. Flores, a parent in attendance, asked if she would be able to review last year's results to Washington Elementary, to analyze if an effect was caused due to school site relocation. Mr. Ochoa responded, saying that he would be happy to present her last year's results. Mr. Ochoa informed the panel, should anyone be interested, modification of the survey could be requested. No suggestions to modify the survey were made. **Please see attached presentation for site survey results.**

6. **New Business/*Negocios nuevos***

a. Consolidated Application Program

Mr. Ochoa presented on the Consolidated Application Program. He indicated that the application must be completed annually so that the district can continue to receive federal funds. It was explained to all in attendance, that Title I funds are for the at-risk socially-economically disadvantaged students and that the expenses are justified based on each school site's Single Plan for Student Achievement. He went on to indicate that for Mendota Unified, it meant students that qualified for "Free or Reduced" lunch are counted as Title I students. Mr. Ochoa then explained that Title II funds are for improving the instruction of our students in the form of continued professional development for teachers and administrators. He then proceeded to explain Title III. He stated that there are two different Title III programs; Title III LEP help support English learning students, and Title III Immigrants is for students who have been in a U.S. school for less than three years. Mr. Ochoa informed the group that his job was to demonstrate how the funds are used and to assure that the use of the funds demonstrates academic growth. **Please see attached presentation for details.**

i. **Budgets**

For the 2016/17 school year the federal entitlements for the district are:

Title I = \$1,896,239; 15/16 carryover = \$150,722

Title II = \$165,016

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Title III LEP = \$201,026

Title III Immigrant = \$21,243

b. Teacher Compliance

i. EL Master Plan

Mr. Ochoa explained that the Federal Government requires school districts to hire highly qualified teachers, meaning that teachers must be fully credentialed and are qualified to teach English Learners. In chapter 8 of the district's English Learner Master Plan, it states that all administrators and teachers shall be HQT. The district's Human Resources department works closely with the site principals and the Director of State & Federal Programs to ensure that all staff members meet the HQT status. Besides teachers, Mr. Ochoa explained that classroom instructional aides must also be highly qualified.

ii. LEA Plan

Mr. Ochoa explained that the LEA Plan along with the district's LCAP is in alignment with the English Learner Master Plan. He stated that these two plans (LEAP & LCAP) indicate measures on how the district shall address the priority of hiring highly qualified staff. Lastly, it was explained that both the LEA Plan and the LCAP also address the issue of teachers being Highly Qualified and English Learner Authorized and that they also explain the professional Development the district will provide to all staff.

c. Annual Program Evaluation

i. EL Master Plan

Mr. Ochoa reviewed the 6 questions within the EL Master Plan used to evaluate the Plan. Mr. Ochoa asked the council if they would like to see changes with regards to how the program is evaluated. The council members were satisfied with the program's evaluation and had no suggestions.

ii. Reclassification Criteria

Mr. Ochoa provided all in attendance a reclassified criteria forms. He explained that students classified as English Learners are annually assessed on their development of the English Language necessary to succeed in English-only settings through the assessment CELDT. Mr. Bautista presented a presentation and covered all criteria points. He mentioned that student must perform at the overall level of early advanced or advanced according to the state mandated CELDT with no more than one sub-score at intermediate level. He also mentioned that according to the criteria for reclassification, the district may use reading levels for reclassification as measured by the Fountas and Pinnell reading level assessment. Mrs. Salazar mentioned that she had 80 students that received two sub-scores at intermediate level. She mentioned, that if the criteria of reclassification would allow for sub-scores of intermediate, many more students would reclassify. Mr. Ochoa mentioned that the state minimum sub-score is intermediate on all four sections of the CELDT. Mr. Bautista mentioned that the district is allowed to approve such criteria for its criteria for reclassification. Mr. Ochoa explained to

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the council, that they could approve a modification to the criteria for reclassification. The current reclassification language pertaining to the CELDT sub-scores is – “with no more than one sub-score at the intermediate level”. The proposed language would be – “with no sub-score less than the intermediate level”; meaning that a student would now be able to have more than one sub-score at the intermediate level. After a brief moment to discuss, Mrs. Guillen, council member, motioned to modify the sub-score criteria to allow multiple sub-scores at intermediate level, Mrs. Serna second the motion, all were in favor (6-1). Mr. Ochoa stated that he would modify the Criteria for Reclassification form and present the modification to the school board for approval.

### **7. Public Input/*Aportaciones del public***

Mr. Ochoa asked if there were any public comments, no commits were made.

### **8. Next Meeting/*Siguiente reunión***

Mr. Ochoa informed that the next DELAC meeting would be held on Tuesday, April 4, 2017, at 10:30 a.m. at the District Parent Center.

*El Sr. Ochoa informó que la próxima reunión del DELAC se llevará a cabo el 4 de abril del 2017 a las 10:30 a.m. en el Centro de Padres del Distrito.*

### **9. Adjournment/*Aplazamiento***

Ms. Maria Serna made a motion to adjourn the meeting at 11:44 a.m. followed by Ms. Maylin Ibarra who second the motion; all were in favor, 7-0.

*La Sra. María Serna hizo una moción para dar por terminada la reunión a las 11:44 a.m. seguida por la Sra. Maylin Ibarra quien secundo la moción; todos estuvieron a favor, 7-0.*