

Palos Verdes Peninsula Unified School District

Educational Services:

English Language Development

District English Learner Advisory Committee (DELAC) Training

October 25, 2017

10:00 A.M. – 11:30 A.M.

Community Room 102

PUBLIC MEETING

This meeting is open to anyone who is interested in information concerning English Language Learners and English Language Development (ELD) programs in the PVPUSD.

MINUTES

1. Call to order: Ms. Annie Hernandez, the ELA/ELD TOSA from the District, called the meeting to order at 10:18 am. She welcomed and thanked everyone for being at the training.
2. Welcome and Introductions: Ms. Hernandez asked everyone to introduce themselves. She explained the importance of attendance and filing for “independent study” if you were to miss more than 5 days of school work in advance.
3. Pledge of Allegiance: Everyone stood and faced to the American flag and pledged.
4. DELAC Review
 - Each representative was given a file that has the handouts on DELAC, ELAC requirements, Robert’s Rules of Order, the voting cards and related materials. The importance of parent involvement was addressed.
5. Training Procedure
 - Ms. Hernandez showed online videos of what Robert’s Rules of Order is and an example voting using green (yes) and red (no) cards in a meeting.
 - The new DELAC representatives practiced a voting procedure. They also learned phrases such as “I move that...”, “I second” and “I amend that ...” with examples.
 - Anyone who seconds does not necessarily have to agree with a motion but agrees to discuss it. If you don’t understand the meaning of a motion, you can ask questions before anyone seconds.
 - Emailed agenda topics will be considered for upcoming Agendas. Please send them directly to Ms. Hernandez at hernandezam@pvpusd.net at least a week before each DELAC meeting.
6. Elections-Mrs. Hiroko Sakka and Mrs. Eriko Maeda were elected as the Chairperson and Secretary.
7. Questions/Suggestions
 - Mrs. Hiroko Sakka made a motion that we will nominate Chairperson-elect and Secretary-Elect for the next school year. Eriko Maeda seconded. We’ll discuss the nominees in the next DELAC meeting on November 8.
 - Mrs. Hiroko Sakka asked for a change of hospitality time from 9:45 am instead of 10 am for the next DELAC meetings. Time adjustment will be reflected and included in the next agenda.
8. Adjournment: Meeting adjourned at 11:02 am.

Respectfully submitted,

Eriko Maeda

DELAC Secretary 2017-18