



FULLERTON JOINT UNION HIGH SCHOOL DISTRICT

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Education and Assessment Services

District English Learner Advisory Committee (DELAC) Minutes

Thursday, November 14, 2019

6:00 pm - 7:45 pm

Education Center - Board Room

Attendees: Steve Zamora, Director of Educational Services; Anna López, District Community Liaison; Veronica Lew, Recorder; Members: See sign-in sheet.

I. Welcome

Ms. Maria Hernandez welcomed attendees provided an overview of today's meeting.

Approve October Minutes:

Ms. Maria Hernandez proposed that beginning next month, members review minutes prior to the meeting start so that when a motion to approve the minutes is called for, members can approve more quickly. Ms. Ramona Lopez called for a vote. It was unanimously approved.

Ms. Maria Hernandez called for a motion moved to approve the minutes and Ms. Ramona Lopez seconded the motion. The minutes were approved unanimously.

II. Unfinished Business

Uniform Complaint Procedures: Mr. Zamora reviewed the District's Uniform Complaint Procedures, including the three types of complaints and the two ways to file one. He provided examples of informal and formal complaints and the procedures to follow. He explained that once a formal complaint is begun, the District is required to investigate which can take up to 30 days. If the complaint is investigated by the Assistant Superintendent of Education and Assessment Services and the decision is not satisfactory, a second written complaint can be submitted to the Superintendent. At that point, the Superintendent will investigate. If the decision from the Superintendent is unsatisfactory, a written complaint is submitted to the Board of Trustees. If the decision from the Board of Trustees is unsatisfactory, a written complaint can be submitted to Orange County Department of Education.

Parent input/comments/suggestions:

A parent gave the example of an informal complaint where a parent communicated with the teacher and asked about a grading policy and the situation is resolved between the parent and the teacher. If the parent is still not satisfied, what is the next step?

A parent asked what the next step is after informally complaining about a teacher and after the principal is involved.

A parent commented that many parents may not feel comfortable filing a complaint due to a language barrier, but that they can submit a letter in their home language and the District is responsible for translating it.

A parent asked how many times an informal complaint should be attempted before submitting a formal complaint.

Facilitator response:

Mr. Zamora answered that the next step would be to submit a written complaint to the principal.

Mr. Zamora responded that if the complaint is with any staff member related to the school, the complaint will go to the principal. He also stated that if the formal complaint is with the principal, the complaint should be submitted to the Superintendent and he or a designee will investigate the complaint.

Mr. Zamora responded that the District is also required to help parents submit a written complaint if requested.

Mr. Zamora responded that the number of attempts is up to the individual.

III. New Business

English Language Proficiency Assessments for California (ELPAC): Ms. Anna López presented members with a draft presentation to be used during a parent information night explaining the ELPAC. She asked members to make note of any feedback they have on the information and how it is presented for discussion next month.

Parent input/comments/suggestions:

A parent asked if ELD courses negatively affect a student in college.

Facilitator response:

Ms. Lopez responded that students are only negatively affected if they are not meeting the English credits required by universities or colleges and if the student needs support and doesn't pass the mainstream English course.

State Seal of Biliteracy: Mr. Zamora presented the criteria and discussed the benefits for a student to receive a State Seal of Biliteracy. The seal is issued by the State and indicates that a student is bilingual.

IV. Announcements

Ms. Lopez shared the dates for Open Enrollment in January.

V. Adjournment

The next meeting is scheduled for Thursday, December 19, 2019 at 6 pm. The meeting adjourned at 7:51pm.