



BONITA UNIFIED SCHOOL DISTRICT

Educational Services

District Advisory Committee / District English Learner Advisory Committee (DAC/DELAC)

Meeting Minutes

Date: Wednesday, October 15, 2025

Time: 5:00 p.m.

Location: District Office Board Room, 115 W. Allen Ave, San Dimas, CA

Present Members:

Reuben Jones, Anne Neal, Marlyn Casillas, Wenpei Yang, Selina Garcia, Nelia Arzate, Celine Peltecki, Miriam Maya, Xi Chen, Shibai (Shirley) Lu, Megan Kojder

1. Call to Order

Chair: Selina Garcia / Vice Chair: Nelia Arzate

The meeting was called to order at 5:08 p.m. by Chair Selina Garcia.

2. Unfinished Business

None.

3. Welcome and Introductions

Members introduced themselves by name, school, and one word describing how they felt. Responses included *Excited, Happy, Grateful, Positive, Interested, Warm, and Nervous*.

Sites Represented: Allen Avenue, Ekstrand, Gladstone, Grace Miller, Roynon, Ramona Middle, La Verne Heights.

Dr. Jones expressed appreciation for the group's partnership, emphasizing that parent engagement is central to the success of multilingual learners in Bonita Unified.

4. Purpose and Roles of ELAC / DELAC

Dr. Jones reviewed the function of the English Learner Advisory Committee (ELAC) at each site and the District English Learner Advisory Committee (DELAC):

- Schools with 21 or more English Learners must maintain an ELAC.
- Members serve two-year terms; site principals confirm continuations and recruit new members.
- The committees advise site and district staff on programs, services, and academic needs of English Learners.
- DELAC representatives bring site updates to the district level and share district information back to their schools.

Meeting Logistics:

- DELAC will meet four times in 2025–26: October, January 21, March 18, and May 20.

- Agendas and minutes will be posted on the BUSD website under *District → English Language Learners* at least 72 hours before each meeting.
 - All meetings are open to the public and recorded with permission.
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5. Attendance and Participation

- There is no penalty for missing a meeting.
 - Parents should notify their site principal or district staff (Dr. Jones or Marlyn Casillas) if unable to attend.
 - Sites may send an alternate representative to ensure coverage and continuity.
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6. DELAC Responsibilities

The committee reviewed the six core responsibilities required by the California Department of Education:

1. Review the District Master Plan for English Learners.
2. Participate in the Needs Assessment process.
3. Advise on Program Goals and Objectives.
4. Review and comment on the Local Control and Accountability Plan (LCAP)—to be discussed in detail at the January meeting.
5. Ensure compliance with teacher and instructional aide requirements.
6. Review and comment on Parent Notifications and Reclassification Procedures.

Assistant Superintendent of Educational Services, Anne Nea, noted that the mid-year LCAP update will be presented at the January 21, 2026 DELAC meeting.

7. Election of Officers

- Chairperson: *Selena Garcia* was re-elected unanimously.
 - Vice Chairperson: *Nettie Young* was nominated and elected as Vice Chairperson for 2025–26.
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8. Initial ELPAC and English Learner Data

Dr. Jones shared 2025–26 Initial ELPAC data and districtwide EL demographics:

- 104 total students tested, with 4 pending.
- 40 Initial Fluent English Proficient (IFEP) students.
- 62 English Learners (EL): 19 Level 2, 43 Level 1.
- Previous year total: ~102 tests administered.

District Totals:

- 465 active English Learners (reduced from 500 last year due to successful reclassifications).
- 81 students reclassified in 2024–25; 23 pending reclassification early this year.

Language Distribution (22 total languages):

- Spanish – 200+ students
- Mandarin – 159 students
- Arabic – 37 students
- Cantonese and others make up the remaining populations.

Dr. Jones highlighted that multilingualism is an asset and reaffirmed the district's commitment to honoring and celebrating linguistic diversity.

9. Grade-Level and Program Trends

- The majority of English Learners are in elementary grades (K–5).
 - Data helps guide support and instructional focus across grade bands.
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10. Review of the ELD Master Plan

- The BUSD ELD Master Plan is a three-year guiding document outlining goals, procedures, and district vision for English Learner success.
 - Parents may access the plan online or request a printed copy.
 - The plan emphasizes district values of equity, mastery, and results.
 - Dr. Jones encouraged parents to review the plan at their own pace and reach out with questions.
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11. ELD Program Newsletter

- The Fall 2025 ELD Newsletter will be published digitally next week.
 - It will include district updates, highlights, resources, and reclassification celebrations.
 - Distribution methods:
 - Sent to DELAC representatives for school-level sharing.
 - Posted to the district website and shared via S'more app and social media.
 - Parents confirmed interest in allowing schools to share the newsletter link on social media to promote inclusion and awareness.
 - Dr. Jones reminded families that student photo permissions are managed via Aeries/Infosnap and parents can opt out at any time.
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12. ARIES Parent Portal and Access to Reclassification Data

Parents discussed difficulty accessing student ELPAC/reclassification data through the Aeries Parent Portal.

- Some parents reported issues logging in or viewing linked student information.
 - Dr. Jones and Mrs. Casillas offered to assist on-site and coordinate with school administrators to resolve access problems.
 - The district will create a “How to Check EL Status in Aeries” tutorial PDF with screenshots, to be added to the EL webpage next week.
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13. Future Meeting Requests and Closing

- Members requested updates on:
 - Tutorial for Aeries access
 - Reclassification updates at future meetings
 - Interpreter availability as needed
 - Next meetings scheduled for:
 - January 21, 2026, March 18, 2026. May 20, 2026
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14. Adjournment

- Chairperson Selena Garcia adjourned the meeting at 5:40 PM.
- Members were thanked for their participation and invited to stay for refreshments.
- The meeting concluded on a positive and collaborative note.