

EVERGREEN UNION SCHOOL DISTRICT
Evergreen Elementary School
District-level English Learner Advisory Committee (DELAC)
MEETING MINUTES



Evergreen Elementary School-Room 18 (room change due to book fair)
May 14, 2025 at 8:30 am

***Translation was provided in Spanish for the meeting.**

1. Call to Order

The meeting was called to order at 8:37am.

2. Introduction and Greetings

Principal Gallagher thanked everyone for attending. He explained the DELAC comprises all our schools in our district. Andrea Rubio translated the meeting in Spanish. Mr.Gallagher introduced the admin team present.

He welcomed our guests and gave a brief overview of what is the role of the DELAC committee.

The DELAC is a district-level English Learner Advisory Committee comprised of parents, staff, and community members designated to advise district officials on English learner programs and services.

3. Roll: DELAC COMMITTEE

Members Present: K.Gallagher, T.White, J.Gantenbein, A.Cuellar, A.Rubio, G.Aguilar, V. Larios

Members Absent: O.VanSlyke, A.Frampton, M.Valdovinos,

Guests: B. Mendenhall, F. Guizar, A.Perez, M.Quiroz, M.Nava, N.Flores, D. Rubalvava, R.Naranjo, T. Hanich, G.Alvarez Rivera, A.Aguilar

4. Approval of Agenda: On a motion by A.Cuellar, and a second by T. White the agenda was approved.

5. Discussion or Action Items

A. Review the EUSD 24-25 LCAP

Principal Gallagher and A. Rubio shared parent survey results regarding the Evergreen Union School District 2025 LCAP.

A. Rubio led the discussion of each of the goals and asked participants if they had any questions, suggestions, or concerns. There were none.

LCAP Goal #1 - Create a safe, healthy, inclusive space for students to have optimal

opportunities to learn and grow.

LCAP Goal #2 - Provide services and instruction that lead to ever increasing student achievement outcomes.

LCAP Goal #3 - Ensure all students are supported and challenged in this process in an engaging environment.

B. Review and take action on English Learner Parent Survey

Principal Gallagher and A. Rubio passed out copies of our parent survey - needs assessment to attendees. It was explained to parents that this data is important to the district as it helps us know how we can continue to support our EL students.

On a motion by A. Cuellar and a second by A. Rubio the EL Parent survey was approved.

6. Future Agenda Items

1. Train members on duties and responsibilities
2. Review and comment on EUSD LCAP
3. Review and comment on district reclassification procedures
4. Parent communication
5. Review the EUSD master plan for English learners

7. Evaluation of Meeting:

- a. The meeting was given an excellent rating.
- b. Principal Gallagher asked if any of our guests would like to become a committee member to fill out the application forms provided.

8. Next meeting: October 2, 2025 @ 8:30am

9. Adjournment: 9:01 am

DELAC(more than 51 EL's in a district) - LEGAL REQUIREMENT/TRAINING DURING THIS MEETING - The DELAC Advises the district on:

Fall	Development of a district master plan for education programs and services for English Learners.
May	Conducting a district wide needs assessment on a school-by-school basis.
Fall	Establishment of district program, goals, and objectives for programs and services for English learners.
Feb '25	Development of a plan to ensure compliance with any applicable teacher and/or teacher aide requirements.
Fall	Review and comment on the school district reclassification procedures.
Fall	Review and comment on the written notifications required to be sent to parents and guardians.
ALL	Review and comment on the development or annual update of the LCAP

After both meetings were adjourned, Superintendent Mendenhall met with parents and answered questions regarding the school threat incident.