

# Language Immersion Parent Advisory Committee Meeting - Minutes

Date: Tuesday, October 4, 2016

Time: 4 to 5 p.m.

Location: CUSD Education Center

Debbie Carrillo welcomed committee members and apologized for principal's absence. Updated information will be shared with all of the principals.

1. Parent input form – share site/level
  - No input forms were collected. Committee recommended the forms be made available on CUSD's website for easy access
  - Debbie Carrillo explained to the committee that the team has been working on developing the Language Immersion website, and that she will be following up with school principals to include information on each of the schools websites.
2. Review plans:
  - a. K registration window- application
    - Maria C. Barrosa shared information with committee, she explained the registration process and window for K application will be between January 9 and February 3, 2017.
    - Draft of application form was shared with committee for input.
    - School tours will start December 12, 2016.
    - Parents will be requested to attend only one of the orientation meetings at any of the schools offering an immersion program.
    - Spanish TWI program kindergarten classes are comprised of (or close to) 50% native English-speakers and 50% native Spanish-speakers.
    - Committee suggested to add information about school of choice process on the application form. Following phrase was suggested: *"This application takes the place of the school of choice application. In the event that you are not accepted into the immersion program, you must fill out a school of choice application to be considered for that process."*
    - Confirmation letters will be sent to parents three weeks before school of choice window is closed.
  - b. 5<sup>th</sup> and 8<sup>th</sup> Grade matriculation survey
    - School sites will host informational meetings for parents and students.
    - Process will be similar to last school year. Parents will receive a survey letter to provide information about commitment to continue in the program and TWI school they prefer.
  - c. HS matriculation information tour

- School tours will be held before completing survey.
3. LI Handbook review/input
    - Maria C. Barrosa presented the improved Handbook for the committee review and input. She remarked the benefits of having one informational Handbook that includes information about the two Language Immersion Programs offered at CUSD.
  4. MIP subcommittee update and information
    - Debbie Carrillo updated and distributed Hanover information. Committee was asked for input.
    - Also explained that collaboration with Hanover is great, Hanover team is responsive, realistic, and meets CUSD's timelines.
    - Dr. Susan Holliday informed that Board approved the study for the Spanish TWI program analysis. Dr. Holliday also remarked that MIP K-8 analysis is priority in this phase.
    - Committee suggested that analysis should include evaluation of curriculum, student participation, commitment, reasons for leaving the program and tracking classes that are effective as well as what elective classes/programs are preferred.
  5. Other
    - Debbie Carrillo responded question from committee about Advisory Committee list contact information. Members are welcome to reply "All" to share information/ideas.
    - Committee asked about the possibility to have messages to all Language Immersion ListServe coming from the District.
  6. Next Meeting – Tuesday, November 1, 2016 4-5 p.m.
    - Discuss committee recommendations
    - Evaluate Language Proficiency and student's needs.