



English Learners Advisory Committee (ELAC) Costa Mesa Middle/High School

Meeting Date: Tuesday, October 18, 2022

| Time: 6:00 PM

Location: School Library

Attendance – See attached list.

-Parents: 13 | **-School Staff:** 14 | **-District Staff:** 0 | **-Guests:** 1

MINUTES

Legal Requirements/ Training Covered:	
Check topic(s) covered at this meeting and reflected in minutes.	
●	1 ELAC parent members have been elected by parents or guardians of English learners (EL). Parents or guardians of English learners must constitute at least the same percentage of the ELAC membership as their children represent of the student body.
●	2 Elect at least one member to the District English Learner Advisory Committee (DELAC).
	3 Training (including receipt of materials) for ELAC members that will assist them in carrying out required advisory responsibilities. Training shall be planned in full consultation with committee members.
	4 Advise the principal and staff in the development of a site plan for ELs as part of the Single Plan for Student Achievement (SPSA).
	5 Administration of a Districtwide needs assessment on a school-by-school basis to parents of all English learners.
	6 Review school results of the EL needs assessment.
	7 Administration of the school's Annual Language Census; share relevant English learner schoolwide data.
●	8 Promote ways to make parents aware of the importance of regular school attendance.
	9 Provide input on the Local Control Accountability Plan (LCAP) actions, services, and expenditures as they impact English learner students and families.

I. Call To Order/ Welcome and Introductions

The meeting was called to order at 6:05 p.m. by HS principal Dr. Potnis. She introduced herself and welcomed all present to the CMMS/CMHS English Learner Advisory Committee and asked everyone to introduce themselves.

II. Approval of Minutes

Chairman Carmen Ramirez read the minutes from the May 12, 2022 meeting. It was moved by Marisela Lopez and seconded by Martha Meza that the minutes be approved as written.

III. District English Learners Advisory Committee (DELAC) Report

No DELAC Report given.

IV. Legal Requirements - *The following is a summary of discussion/action(s), parent input or comments taken on any of the four above-described Legal Requirement(s) – (What and by Whom)*

Dr. Potnis talked about the importance of regular school attendance. Shared that students who attend class develop good habits. In general, they have better grades and plans for their future. She also mentioned that with the new system Raptor, the number of tardies significantly have been lowering.

V. Other Presentations or Guest Speakers

Dr. Potnis - Principal's report:

- Athletics and Activities: MS Dance will take place on October 21, 2022. Football, tennis and golf season has started.
- Technology: Blackboard and Schoology are apps used to stay in touch with parents and students. Also, to keep our community informed about what's going on at our school.
- Grades: Parents were encouraged to use Aeries Parent Portal. They can login with the same email they used to register students in the summer.
- Academics: Importance of empowering students to make decisions and the ability to express their opinions. And critical thinking.

Dr. Potnis - Principal's report:

- 500 students participated at Homecoming in September. This is the dance with the highest number of participants.
- Engaging with teachers of CMHS, brings new developing opportunities. This community is wonderful.
- In our first quarter we have our Back To School Night. Many parents participated and there was a great human connection.
- Band competition, 35 bands participated. There were more than 100 school buses in the parking lot. Costa Mesa High School got second place.
- The Dance Show on September 22. Where students led and choreographed.
- Tennis, volleyball and water polo competitions.

ELD Team

- Tina Taylor (ELD 1,2)
- Jannet Camarena (ELD 1)
- Arleen Salazar (ELD 3)

Janice Duzey - Academic Counselor

- SCFs give us the opportunity to create connections.

- Students can meet with counselors at any time.
 - Allison Hatcher (Subbing for Karli Tsuge) - Last Names A - Gi
 - Janice Duzey - Last Names Gl - P
 - Jackie Gonzalez - Last Names P - Z
- Students took PSAT tests last week. There were some sophomores. But mostly seniors. We continue to monitor that seniors fulfill the requirements needed to graduate.
- Tutoring after school:
 - In Person: Learning Lab. 3:35 - 4:35 at the school library.
 - Online: PAPER. 24 hours access.
- Resources:
 - Outside school: Care Solace.
 - In School: Turning Point.

Azucena Angulo - College and Career Specialist

- Helping students find out what they want to do in the future.
- This year, all students should fill the FAFSA application.
- Vanguard University presentation on December 5th. Come prepared with your documents.
- Helping students with college applications every Wednesday at 2 pm at the College and Career Center.

Bianca Aguirre - Especialista en información del colegio comunitario Orange Coast College.

- ELL Classes are free (Beginners, Intermediate and Advanced). These classes don't have credits.
- Classes focus on reading, writing and conversation.
- ESL Classes have credits (3). The cost of each credit is 46 dollars.
- Classes offered for students to understand how to complete homework.
- ESL students can receive a certificate if they take all classes in the correct order.
- Online classes start on October 27th.
- Classes in person start on January 31st.

VI. Resources, Training Materials, and Handouts Distributed

- Download REMIND App: Text @elacmesa to 81010 for ELAC updates and community resources
- Free OCTA Bus Pass- For youth ages 6-18. Valid until September 30, 2022.

VII. Follow-up on Topic(s): Action by whom?

Our next ELAC is on December 20, 2022 at 5 pm. At the school library.

VIII. Questions/ Comments/ Evaluations

1. Mrs. Colin asked when English classes start at OCC.
2. Mrs. Ramirez asked if English classes can be offered here at Costa Mesa.
3. Mrs. Colin commented that students with no experience in sports get also admitted into sport teams.
4. Mrs. Ramirez commented that those teams also accept students with disabilities.
5. Mrs. Colin commented that dogs should be brought in to check students' backpacks.
6. Mrs. Colin commented that a specific phone number should be provided to call security when there is an issue that needs to be reported or leave a comment.

IX. Adjournment

ELAC Meeting was adjourned at **7:39 PM**. The next ELAC meeting will be at 5:00 PM on Tuesday, December 20, 2022 in the CMHS Library.

Minutes submitted by:

Irasema McAllister

School Community Facilitator

Patricia Colin

Secretary - ELAC