

English Learner Advisory Committee (ELAC)

COSTA MESA MIDDLE HIGH SCHOOL

Minutes of ELAC Meeting of 10/06/2021

MEMBERS PRESENT: See attached list, which represents **22** parents, **12** school staff and **22** students.

Legal Requirement/Training Covered: (Check topic(s) covered at *this* meeting and reflected in Minutes)

X	1. ELAC parent members have been elected by parents or guardians of English learners. Parents or guardians of English learners must constitute at least the same percentage of the ELAC membership as their children represent the student body.
X	2. Elect at least one member to the District English Learner Advisory Committee (DELAC).
X	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-
	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 EL schoolwide data.
X	8. Promote ways to make parents aware of the importance of regular school attendance.
	9. Provide input on the LCAP actions, services, and expenditures as they impact English learner students and families.

Call To Order/Welcome and Introductions

The meeting was called to order at 6:01 p.m. by ELAC Chairman Carmen Ramirez and HS principal Dr. Haley. They welcomed all present to the **CMMS/CMHS** English Learner Advisory Committee and asked everyone to introduce him/herself.

Approval of Minutes

Chairman Carmen Ramirez read the minutes from the May 5, 2021 meeting. It was moved by Martha Meza and seconded by parents that the minutes be approved as written.

DELAC Report

No DELAC Report given.

Legal Requirements: The following is a summary of discussion/action(s) taken on any of the four above-described Legal Requirement(s) – (What and by whom)

1. **Training Activity:** Dr. Haley and Dr. Kwong talked about the importance of regular school attendance. Shared that students who attend school regularly are academically and professionally successful because they have developed a good habit. Middle school students are not allowed to leave campus. Only 11th and 12th grades are allowed to leave campus with a pass. He explained what is considered an excused and unexcused absence. He advised parents to always call in when their child is out sick to the attendance office within 3 days.

Election of Officers:

- **Leonor Becerril** was elected Vice President.
- **Marisela Lopez** was elected to be a DELAC Representative.

Other Presentations or Guest Speakers

Dr. Kwong -Principal's Report:

- Athletics and Activities- Boys' volleyball and girls' basketball started. Great turnout of parents showing support. Dance was a great success.
- Technology- Schoology is new and has been a challenge, but please call the office to get help with access.
- Grades- 5-week grades available in Aeries parent portal.
- Academics: Focus in classrooms is on collaboration and student talk.

Dr. Haley -Principal's Report:

- 1st quarter ends Oct. 15. Learning Lab available Mon-Thurs 3pm-4pm in room 133. Grades will be available in Schoology.
- Events coming up- Movie Night on Wednesday, Football Game /Halftime show on Thursday @7pm. Dance 7pm-10pm on Friday. Band Competition will be ALL day Saturday.
- Addressed tardiness and attendance. Traffic can be frustrating. Let's work as a team. "Act like a Bus, Train or Airplane."

Karli Tsuge -Academic Counselor:

- Shared information on how to contact your counselor and support available.
- Information about Senior 411's/Senior Timelines/ PSAT
- College applications help every Thursday of the month starting October 14 @ College and Career Center

Olivia Maldonado -School Community Facilitator:

- Introduced herself to the community and shared her educational background and gave a brief presentation sharing a bit about herself.

Heriberto Olive -Administrative Intern:

- Spoke about "PAPER" online tutoring service. Easy to access and available for all students 24/7. Learning Lab is also available Monday- Thursday 3-4 pm in room 133 for students to go after school for extra support. Please make sure they are signed up.

Training Materials/Handouts Distributed

Follow-up on Topic(s):

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

Questions/Comments/Evaluations

1. Mrs. Maricruz Alvarez asked if we are also available to help middle school students?
Answer: Of course! We are here to assist ALL grades: 7th-12th.

Adjournment

Meeting adjourned at 6:48 p.m.

Respectfully submitted,
Olivia Maldonado
School Community Facilitator