



English Learners Advisory Committee (ELAC) Estancia High School

Meeting Date: Thursday, May 25th, 2023

| Time: 6:30 PM

Location: 2323 Placentia Ave. Costa Mesa CA 92627

Attendance – See attached list.

-Parents: 14 | **-School Staff:** 04 | **-District Staff:** 04 | **-Guests:** 0 | **-Students:** 6

MINUTES

Legal Requirements/ Training Covered:	
Check topic(s) covered at this meeting and reflected in minutes.	
<input type="checkbox"/>	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.
<input type="checkbox"/>	2 Elect at least one member to the District English Learner Advisory Committee (DELAC).
<input type="checkbox"/>	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.
<input type="checkbox"/>	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).
<input type="checkbox"/>	5 Administration of a Districtwide needs assessment on a school-by-school basis to parents of all English learners.
<input type="checkbox"/>	6 Review school results of the EL needs assessment.
<input type="checkbox"/>	7 Administration of the school's Annual Language Census; share relevant English learner schoolwide data.
<input type="checkbox"/>	8 Promote ways to make parents aware of the importance of regular school attendance.
<input type="checkbox"/>	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 6:35 PM by Assistant Principal Joey Mata. He welcomed everyone present on behalf of the Estancia High School English Learner Parent Advisory Committee (ELAC) and presented the agenda.

II. Approval of Minutes

School and Community Facilitator (SCF), Laura Wagenseller read the minutes of the April 20th, 2023, ELAC meeting. The motion was made by Deida Partida and seconded by Isabel Lopez to approve the minutes as presented.

III. District English Learners Advisory Committee (DELAC) Report

Laura Wagenseller informed the committee on the topics presented at DELAC on both April 26th, 2023, and May 24th, 2023.

1. DELAC hosted a Community Agency Resource Fair, Agencies in Attendance
 - a. Melinda Hoag Center
 - b. Adult Education
 - c. Sunburst Youth Challenge Academy
 - d. Latina Health Access

Additionally, Vanessa Galey, Director of Special Projects discussed LCAP Input.

IV. Legal Requirements -

N/A (All Legal Requirements Previously Met)

V. Other Presentations or Guest Speakers

The Melinda Hoag Center was scheduled to share summertime activities and parent opportunities, unfortunately, Melinda Hoag was unable to participate.

Additionally, information about free local summer programs and summer activities around Costa Mesa.

1. Programs shared, include.
 - a. Costa Mesa Teen Program Center
 - b. Summer Youth Basketball Open Gym
 - c. SOY Summer Activities
 - d. OC Fair Hiring Event

The presentation moved to a Reclassification Process Informational and Celebration for the students who recently reclassified. Arleen Salazar, Estancia High School TOSA, provided a brief explanation on the process of the LPAC test and qualifications. Dr. Mata presented the names of students who had recently reclassified; students were also gifted Estancia t-shirt to congratulate the big accomplishments.

VI. Resources, Training Materials, and Handouts Distributed

Handouts were available to attendees, including summer informational flyers on all Programs shared throughout the presentation.

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

N/A

VIII. Questions/ Comments/ Evaluations

Dr. Mata asked the attendees whether next years ELAC meetings should be moved up to 6:00 pm or if they would prefer to continue to start ELAC meetings at 6:30 pm. All Attendees agree that 6:30 pm is preferable.

IX. Adjournment

The ELAC Meeting was adjourned at 7:15 PM. The next ELAC meeting will be at 6:30 PM on Thursday, October 12, 2023, in room 207, Estancia High School, 2323 Placentia Ave. Costa Mesa CA, 92627.

Minutes submitted by: **Jennifer Contreras, SCF and Laura Wagenseller, SCF**