



English Learners Advisory Committee (ELAC) Victoria Elementary

Meeting Date: Friday, September 22, 2023,

| **Time:** 8:45 AM

Location: MPR Room

Attendance – See attached list.

-Parents: 12 | **-School Staff:** 03 | **-District Staff:** 00 | **-Guests:** 00

MINUTES

Legal Requirements/ 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 (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.
X	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.
X	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 8:45 AM by Chairperson Antonio Gonzalez (President) He welcomed all present to the Victoria School English Learners Advisory Committee and asked everyone to introduce him/herself.

II. Approval of Minutes

Secretary Maribel Osorio read the minutes from the May 19, 2022, meeting. It was moved by Maribel and seconded by Antonio Gonzalez that the minutes be approved as written (or as corrected/amended).

III. District English Learners Advisory Committee (DELAC) Report

Paula Gordon read the report from the May 24th, 2023, meeting.

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)*

1. **Election of ELAC:** *During our meeting elections were held; Martha Villegas will be co-secretary, Litzzy Lopez Co-president.*
2. **Election of DELAC representatives:** *María Garcia, Ignacia Moreno, and Guadalupe Perez*
3. **ELAC Responsibilities:** *The parent training was held 10/11/23 via zoom.*
4. **Single Plan for Student Achievement (SPSA) Input:** *This topic was reviewed during our SSC/ELAC meeting held on 10/03/2023.*
5. **Needs Assessment Administration:** *This topic will be reviewed during our 3rd meeting.*
6. **Needs Assessment Results:** *This topic will be reviewed during our 3rd meeting.*
7. **EL Data Review:** *We will review this topic during our 3rd meeting.*
8. **Importance of School Attendance:** *Dr. Peralta told parents that daily attendance at school has a tremendous impact on the learning outcomes of all students; when students stay home, they miss out on learning, and they fall behind. Reading is a daily activity that helps the students in all their content areas. At Victoria we have a serious problem with chronic absenteeism; Dr. Peralta also said that if parents are not sure if their students should stay home to please call the nurse to be advised if the student should stay home or come to school.*
9. **Local Control Accountability Plan (LCAP) Input:** *We will review this topic at our 4th meeting.*

V. Other Presentations or Guest Speakers Dr. Peralta - School Priorities & Nicole Dibernardo School

Counselor – SEL Presentation

Dr. Peralta addressed the parents and explained that he uses all the data gathered during the school year to create the school priorities. Our opening day was great! Even though it was a rainy day, it was a successful day. The teachers will implement daily social emotional strategies to ensure the students develop self-worth, perseverance, compassion, kindness, and coping strategies. Victoria staff will commit to timely communication with families to continue to foster a strong, engaged school community.

Nicole addressed the parents and talked about the importance of students learning to manage their emotions, set and achieve goals, feel, and show empathy for others, maintaining positive relationships, responsible decision making and positive self-concept. Nicole explained how the mood meter works.

VI. Resources, Training Materials, and Handouts Distributed

Agenda, Elac minutes, PDF presentation.

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

1. *There was no topic to follow -up on.*

VIII. Questions/ Comments/ Evaluations

10. *Sample:* Mrs. _____ stated that she would like to go to the Board of Education meeting. Principal _____ explained available district services, including providing simultaneous oral translations during the Board of Education meetings.
11. *Sample:* Several parents expressed how grateful they were for the presentation on STAR testing this evening.

IX. Adjournment

The ELAC Meeting was adjourned at [9:39 AM](#). The next ELAC meeting will be at [8:45 AM](#) on Friday, November 03, 2023, in the multipurpose room.

Minutes submitted by: **Paula Gordon, School Community Facilitator**