



English Learners Advisory Committee (ELAC) Victoria Elementary

Meeting Date: Friday, February 16th, 2024

| Time: 8:45 AM

Location: MPR Room

Attendance – See attached list.

-Parents: 12 | **-School Staff:** 02 | **-District Staff:** 00 | **-Guests:** 01

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 checked="" 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 checked="" 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 8:50 am by President Antonio Gonzalez. He welcomed all present to the School English Learners Advisory Committee and asked everyone to introduce him/herself.

II. Approval of Minutes

The attendees read the minutes from the November 3rd, 2024, meeting. It was moved by Antonio Gonzalez and seconded by Maribel Osorio that the minutes be approved as written (or as corrected/amended).

III. District English Learners Advisory Committee (DELAC) Report

DELAC Representative, Maribel Osorio read the report from the January 17th, 2024, meeting. During the meeting se hablo sobre la reclasificacion de los estudiantes, tambien hubo un entrenamiento sobre como se usa el **NAXALOXONA** en caso de una sobredosis y nos dieron una muestra.

1. **Legal Requirements** – El Dr. Peralta, compartio los resultados del reported del lenguaje del censo del año escolar 2022-2023; explico como ayudar a los estudiantes en su casa para que sigan practicando su ingles, y los padres compartieron como ellos ayudan a sus hijos en casa.
2. **Election of ELAC:** This process was completed during our first meeting in 10/2023
3. **Election of DELAC representatives:** The members were elected during the first meeting.
4. **ELAC Responsibilities:** The meeting was held on 10/2023.
5. **Single Plan for Student Achievement (SPSA) Input:** The input was given during our combined SSC/ELAC meeting on 11/2023.
6. **Needs Assessment Administration:** The assessment was administered on 12/23, the document was sent home with students. We received 24 forms back.
7. **Needs Assessment Results:** The results for the school year 2022-2023 were reviewed during this meeting.
8. **EL Data Review:** Dr. Peralta reviewed the EL Data results for the school year 2022-2023.
9. **Importance of School Attendance:** Topic was reviewed during our first meeting on 10/2023.
10. **Local Control Accountability Plan (LCAP) Input:** This topic will be reviewed during our meeting of 4/2024.

V. Other Presentations or Guest Speakers

Leticia Gallegos SCF for Tewinkle attended the meeting and shared information regarding their Gaucho Night; Leticia shared the classes offered a Tewinkle and invited the parents to come and tour the school.

VI. Resources, Training Materials, and Handouts Distributed Goggle slides, flyers, and handouts were shared with parents.

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

ELPAC information- SCF Paula Gordon informed parents that the students had just finished taking the ELPAC test at the beginning of the month of February. Dr. Peralta informed the parents of the importance for our students to be reclassified before they move on to secondary education.

VIII. Questions/ Comments/ Evaluations

11. *There were no questions/comments or concerns.*

IX. Adjournment

ELAC Meeting was adjourned at **9:37 AM**. The next ELAC meeting will be at **8:45 AM**. on **Friday, April 26th, 2024** in the MPR.

Minutes submitted by: Paula Gordon, School Community Facilitator