



## English Learner Advisory Committee (ELAC)

### Pomona Elementary School

**Meeting Date: October 24, 2023**

**| Time: 3:00-4:00 pm**

**Location: 2051 Pomona Ave, Costa Mesa, CA 92627**

**Attendance** – See attached list.

**-Parents: 08 | -School Staff: 07 | -District Staff: 00 | -Guests: 03**

### MINUTES

<b>Required Topics/ Training Covered:</b>	
Check topic(s) covered at this meeting and reflected in minutes.	
<input checked="" type="checkbox"/>	1 ELAC parent members have been elected by parents or guardians of English learners (ELs). Parents or guardians of English learners must constitute at least the same percentage of the ELAC membership as their children represent the student body.
<input checked="" type="checkbox"/>	2 Elect one to two members to the District English Learner Advisory Committee (DELAC).
<input checked="" 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 checked="" type="checkbox"/>	4 Advise the principal and staff in the development of a site plan for ELs as part of the School Plan for Student Achievement (SPSA). <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Review current year SPSA/Annual Evaluation</li> <li><input type="checkbox"/> Mid-Year SPSA Progress Report</li> <li><input type="checkbox"/> Advise on next year's SPSA</li> </ul>
<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 checked="" 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 learners and families.

**I. Call To Order/Welcome and Introductions**

The meeting was called to order at 3:10 PM by Pomona's School Principal, Mrs. Cindy Pedroso. She welcomed all present to the Pomona School English Learner Advisory Committee and asked everyone to introduce themselves.

**II. Approval of Minutes**

Jose Orozco, read the minutes from the May 23, 2023 meeting. It was moved by Emily Lee and seconded by Rocio Alejandro that the minutes be approved as written.

**III. District English Learner Advisory Committee (DELAC) Report**

DELAC Representative was not able to attend the last meeting on October 18, 2023. No report was provided at this meeting.

**IV. Required Topics**

**1. Election of ELAC:**

The ELAC roster was drafted at this meeting. Parents and guardians voted on the ELAC membership. ELAC parent members were elected by parents/guardians of English Learners (see attached Membership Roster).

**2. Election of DELAC Representative(s):**

The following parent nominated themselves as DELAC representative.

- Jose Orozco

A parent called to nominate herself and her husband as DELAC representatives although they were not able to attend the first meeting.

- Iliana Santos and Rutilio Olivera

**3. Training/What is ELAC?:**

A PowerPoint presentation was used to train the ELAC members in carrying out their legal responsibilities and in important terms related to English Learners and English Learning Development. Training included:

- ELAC requirement
- ELAC composition
- Purpose of ELAC
- ELAC responsibilities
- DELAC requirement
- Bylaws and officers
- Keeping of Records
- Training requirement

**4. Single Plan for Student Achievement (SPSA)**

Before Mrs. Pedroso presented this current year's SPSA goals, she highlighted a few data points. One outstanding data point was Kindergarten and 1st grade's ELA acadience composite score increasing between the school year 2021-2022 and

2022-2023 for those on or above benchmark. While other data points show an outstanding decrease in scores for other subjects such as ELA for 3rd and 4th graders, math, and ELD.

Mrs. Pedroso highlighted several strategies for the current school year among the different subjects-ELA, math, and ELD, being implemented to improve scores. Mrs. Pedroso also discussed two other main areas of focus-mental health and attendance that the school will provide support for. See attached presentation for the details.

#### **5. Importance of School Attendance:**

Our school counselor, Ms. Evelyn Barrios stressed the importance of good daily attendance and being on time to school, since it helps with the formation of lifelong healthy habits. Evelyn discussed how chronic absenteeism and tardiness can result in the course of a school year. Evelyn discussed parents establishing a good night and morning routine with their child/ren. This will help optimize parent's time in the morning and help getting to school on time.

Mrs. Pedroso mentioned to parents how studies show that there is a close correlation between students' poor attendance habits in elementary school and their inability to finish their secondary studies. Mrs. Pedroso also mentioned the case study she is a part of, along with the principal at Estancia High School, following 6 students in their academic careers focusing on their absences.

#### **V. Other Presentations or Speakers**

Share Our Selves Clinic (SOS) had a presentation provided by Kristel Poblete, Deanna Aguila, and Ivette Ibarra. They discussed all the services - medical, dental, mental health, etc. the clinic provides. They stated different insurance the clinic accepts but emphasized they can provide services to clients without insurance as well.

#### **VI. Follow-up on Topics:**

1. Mr. Orozco, Iliana Santos and Rutilio Olivera will share information from the next DELAC meeting.

#### **VII. Questions/Comments/Evaluations**

1. Several parents expressed how getting students to school on time is a parent's responsibility and it should not be blamed on the child.

#### **VIII. Adjournment**

The ELAC Meeting was adjourned at 04:10 PM. The next ELAC meeting will be at 03:00 PM on December 5, 2023, in Room 3.

Minutes submitted by: **Daniela Gomez, School Community Facilitator**