



English Learners Advisory Committee (ELAC) Victoria Elementary

Meeting Date: Friday, April 26th, 2024, | Time: 8:45 AM

Location: MPR Room

Attendance – See attached list.

-Parents: 13 | -School Staff: 2 | -District Staff: 0 | -Guests: 1

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 checked="" 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, 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 invited the parents to read the minutes from the meeting held on February 16th, 2024. It was moved by Antonio Gonzalez and seconded by Karla Hernandez that the minutes be approved as written.

III. District English Learners Advisory Committee (DELAC) Report

DELAC Representative, Maribel Osorio read the report from the March 27th, 2024, 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:** This requirement has been met.
2. **Election of DELAC representatives:** This requirement has been met.
3. **ELAC Responsibilities:** This requirement has been met.
4. **Single Plan for Student Achievement (SPSA) Input:** This requirement has been met.
5. **Needs Assessment Administration:** This requirement has been met.
6. **Needs Assessment Results:** This requirement has been met.
7. **EL Data Review:** This requirement has been met.
8. **Importance of School Attendance:** This requirement has been met.
9. **Local Control Accountability Plan (LCAP) Input:** This requirement was met on 4/26/24.

V. Other Presentations or Guest Speakers

Ms. Gallegos, School Community Facilitator from TeWinkle, shared information and a very informative presentation regarding Tewinkle; she talked about the changes, counselors, SCF's. Ms. Gallegos shared the schedule for after school tutoring offered from 2:45-3:45 pm. Monday – Thursday.

VI. Resources, Training Materials, and Handouts Distributed

Google presentation, and flyers.

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

1. There are NO topics to follow up on. The ELAC committee will select the topics for the presentations for the school year 2024-2025. The topics are Scholarshare529, bullying, and Icguru (how to block internet applications).

VIII. Questions/ Comments/ Evaluations

10. The parents who attended the meeting had questions regarding Tewinkle's schedule, dress code, classes for students with an IEP, and how to become volunteers.

IX. Adjournment

The ELAC Meeting was adjourned at 9:25 AM. The next ELAC meeting will be announced in the month of August at the beginning of the school year. The meeting will continue to be held in the MPR room.

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