North Verdemont Elementary
ELAC Minutes
September 19th, 2024
10:30 am Library

**I. Call to Order and Welcome:** The meeting was called to order by Harold Olivo at 10:32 am. Interpretation was provided.

**II.** Roll Call:

| Member Name | Member Type | Present | Absent |
|---|---|---|---|
| Margarita Corona | El Parent | ☑ | ☐ |
| Norma Sanchez | EL Parent | ☑ | ☐ |
| Patrizia Brody | Classroom Teacher | ☑ | ☐ |
| Valerie Reynoso | Classroom Teacher | ☑ | ☐ |
| Jesicah David | Other Staff Member | ☑ | ☐ |

**Other:** Harold Olivo (Principal)
**Guests:** See sign-in sheet.

**Quorum Met: Yes** *(5 out of 5 members present)*

**III. Reading and Approval of Minutes from April 25th, 2024.**
All members and guests were provided with a copy of the minutes in English and Spanish. Time was given to review the minutes. Jesicah David made a motion to approve the minutes from April 25th, 2024 as presented. Mr. Olivo seconded the motion. There was no additional discussion nor were there recommended changes or additions.
**VOTE:** 5 Yeas, 0 Nays, 0 Abstain-motion carried.

**IV. Committee Reports:**
- **a. DAC:** Next Meeting October 19th, 2024
- **b. DELAC:** Next Meeting October 4th, 2024
- **c. DAAAC:** No Report
- **d. ELF** - Ms. Hill reported that North Verdemont is working on reclassifying 6 scholars for this year.

**V. Old Business:** None

## VI. New Business:

### a. ELAC Member Training:

The ELAC training was presented by Mr. Olivo. He discussed the ELAC responsibilities and mentioned that ELAC is responsible for completing them during this year. He also explained the purpose of ELAC, what ELAC is and/is not, the election process, the Brown Act and the composition requirement. Mr. Olivo asked if there were any further questions or comments. There were no further questions.

### b. Present Results of Membership Election and the new Composition of ELAC Members:

North Verdemont ELAC committee is composed of 5 members. Mr. Olivo announced the results of the 24-25 ELAC Membership Election as follows:

| Member Name | Member Type | Votes |
|---|---|---|
| Margarita Corona | El Parent | 2 |
| Norma Sanchez | EL Parent | 2 |
| Patrizia Brody | Classroom Teacher | 9 |
| Valerie Reynoso | Classroom Teacher | 9 |
| Jesicah David | Other Staff Member | 7 |

Mr. Olivo stated that 2 of the members elected are parents of English Learners and thus the composition requirement is met; meaning that the membership of the English Learner Advisory Committee includes parents of English language learners in at least the same percentage as EL students at the school.

### c. Election of Officers within ELAC Membership:

Mr. Olivo reviewed the roles and responsibilities of each officer (Chair, Vice-Chair, and Secretary). He informed the members that they could self-nominate or nominate another member for the officer position.

Margarita Corona nominated Norma Sanchez for **Chair**. Mr. Olivo asked if anyone else would like to be nominated. No one else expressed an interest. The committee elected Margarita Corona as the president and, with a show of hands, members voted:
**VOTE:** 5 Yeas, 0 Nays

Valerie Reynoso nominated herself for **Vice Chair**. Mr. Olivo asked if anyone else would like to be nominated. No one else expressed an interest. The committee elected Valerie Reynoso as the vice chair and, with a show of hands, members voted.
**VOTE:** 5 Yeas, 0 Nays

Patrizia Brody nominated Jesicah David for **Secretary**. No one else expressed an interest. The committee elected Jesicah David as the secretary and, with a show of hands, members voted:
**VOTE:** 5 Yeas, 0 Nays

**d. Election of District English Learners Advisory Committee Council (DELAC) Representative and Alternate:**
Mr. Olivo reviewed the roles and responsibilities for the District Advisory Council (DELAC) Representative and Alternate. He mentioned that the DELAC meetings are virtual, as well as in person. Meetings are once a month from 9:30 a.m. to 11:30 a.m. in the Board of Education Community Conference Room A&B.

Mr. Olivo called for a nomination for DELAC Representative. Norma Sanchez nominated herself for DELAC Representative. Mr. Olivo asked if anyone else would like to be nominated. No one else expressed an interest. The committee elected Norma Sanchez as the DELAC Representative and, with a show of hands, members voted:
**VOTE:** 5 Yeas, 0 Nays

Mr. Olivo called for a nomination for DELAC Alternate Representative. Margarita Corona nominated herself for DELAC Alternate. Mr. Olivo asked if anyone else would like to be nominated. No one else expressed an interest. The committee elected Margarita Corona as the DELAC Representative and, with a show of hands, members voted:
**VOTE:** 5 Yeas, 0 Nays

**e. Annual presentation of the Uniform Complaint Procedures:**
A copy of the Uniform Complaint Procedure (UCP) was presented at the meeting in English and Spanish by Mr. Olivo. The handout covers the laws, programs, and bases upon which a complaint may be filed. It also includes a complaint timeline and a process for appeals. Mr. Olivo reviewed the Uniform Complaint Procedure and explained that it is a required procedure for filing complaints. It is important to provide parents the process by which assistance may be obtained in the event that they should have a conflict with their school. He also explained the importance of giving school administration the opportunity to address concerns. Mr. Olivo stressed the desire of North Verdemont to resolve any issues that may arise. He asked if there were any questions or concerns. There were none.

**f. Review and Finalize ELAC Meeting Calendar**
Mr. Olivo presented the calendar for the year, it was reviewed and handed out to members and guests. Members agreed upon the dates and Mr. Olivo mentioned that a paper copy would be handed out at the next meeting.

**g. Distribute ELAC Bylaws for review, input, and eventual approval in October:**
All members and guests were provided with copies of the ELAC Bylaws. He asked that the bylaws be taken home for review and brought back to the next ELAC meeting, for input, discussion, and approval.

**h. Input from Members on Agenda Item:**

Mr. Olivo invited the members to discuss other agenda items they would like to see on next month's agenda. There were no suggestions at this time.

## VII. Public Comment:

Mr. Olivo asked for public comment. There were none, he thanked the parents for being willing to be a part of ELAC for the year.

## VIII. Adjournment:

The meeting was adjourned by Mr. Olivo at 11:23 am.