

**EI Capitan Middle School ENGLISH LEARNER ADVISORY COMMITTEE
ELAC Minutes for Date Thursday, 5/23/24**

Total Number of ELAC Members:

- 3 ELAC parents/guardians of English learners
- ELAC parents/guardians of other students
- 4 School staff

ELAC ATTENDANCE FOR THIS MEETING INCLUDED:

- 2 ELAC parents/guardians of English learners
- ELAC parents/guardians of other students
- 4 School staff

Additional ATTENDANCE

- 1 Board Member
- 10 Parents/ Guardians of English Learners

A quorum of 4 members must be present in order to conduct business. The number of committee members in attendance is 4:

- Has been met**
- Has not been met

DATE(S)	Legal Requirement/Training Topics (By the end of the year, all topics must be addressed)
3/21	Advising the principal and staff in the development of a site plan for English learners and submitting the plan to the School Site Council for consideration of inclusion in the School Plan for Student Achievement.
11/9	Assisting in the development of the schoolwide needs assessment
9/14	Ways to make parents aware of the importance of regular school attendance.
9/14	Each ELAC shall have the opportunity to elect at least one member to the District English Learner Advisory Committee (DELAC)
9/14	Advising the principal and staff on the Masterplan for English Learners, Reclassification criteria, and the Local Control Accountability Plan
9/14	ELAC training and training materials, planned in full consultation with committee members, appropriate to assist members in carrying out their legal advisory responsibilities.
9/14	Training on district's Uniform Complaint Procedures, including William's requirements.

1. Call the Meeting to Order:

The meeting was called to order at (time) **5:11** by **Elizabeth Gamez**. A quorum of the members was present. The chair welcomed all ELAC Representatives as well as parents.

Members Present

Heather Martinez, Elizabeth Gamez-Luna, Mary Vang, Arlette Gonzalez, Maria Barragan, Ninfa Mendez,

Others Present

Richard Solis, Benito Ventura Gill, Erika Estevez, Maria Silva, Victoria Villegas, Norma Jimenez, Isela Carrasco, Maria Hernandez, Gabriela Del Toro, Martin Pelaez, Amalia Araiza

2. Changes/Additions to the Meeting Minutes (Agenda):

The following changes/additions were made to the minutes: No changes were made.

- **Arlette** motioned to approve the agenda.
- **Ninfa Mendez** seconded the motion.

3. Meeting Agenda (Secretary's Report):

- **Arlette** made a motion to approve the agenda.
- **Maria Barragan** seconded the motion.

4. Committee Reports:

DELAC Report--- **Ninfa Mendez**--- Major concerns are...

- Drugs, campus security---share police officers (can we have one officer for each school---parents need to go to their school to request for one; yes they have funding for that
- Are students evaluated the same way in particular to special needs...the answer is "no"; it's based on their needs, parents voiced their child has been in SPED for a long time, how are we meeting their needs such as IEP, learning goals? How are students reclassified----are all staff aware that a student has a disability?---Can we have a class where parents can learn all the accommodations that are provided for their child?
- ELD---how are students RFEP---they take the ELPAC test, can students continue to take ELD class even though they are RFEP? How long can students stay in the ELD program because parents want their child to have an elective class when they go to middle school? If students have been in the program for more

than 5 years, we need to work together to help these students. The elementary schools will work on helping long term ELD students RFEP out of the program.

5. Public Comments:

The following public comments were presented to the ELAC:

- **Mary-** I want to make a comment about my son's case. For testing, my son was able to get the test translated in spanish. I want to know if he will get the same support in high school. Gamez- we will find out and get back to you.
- **Ninfa Mendez-** I want to know how many students were reclassified this year? How is the staff supporting the students and how are the staff being prepared to help these students? Also, during tutoring, how are students separated or combined for support?
- **Arlette Gonzalez-** Some of my students voiced that tutoring is not helpful. How do we make sure tutoring is effective? Also, some students don't feel comfortable participating in class due to the language barrier; how do we make them feel more comfortable?
- **Celia-** Students need to be in smaller groups to be more comfortable.
- **Mary-** There have been a lot of fights at school. How about we have the police be around the school or on campus due to many fights?
- **Celia-** It's been a concern, please we need to have the police.
- **Amanda-** As parents, we find out about the fights on social media. We would like to be notified about the fights, so we can talk to our kids and help the school.
- **Richard Solis-** A suggestion for scheduling the meeting, (Q & A) ...your board is limited on time to answer the questions. Have parents come in 30 minutes early prior to the ELAC meeting to ask questions and you answer them---**Heather Martinez**---we will take the questions and answer them.
- **Mary**---It's not only for the students; it's for the staffs' safety also.
- **Elizabeth Gamez-** We need a clear explanation of what is the job of the police officers on campus; what do they do?
- **Amanda-** We don't know their (police) jurisdiction to monitor our school. It's also good for Mckinely to be safe. We need the officier to explain what they do to help with security.
- **Martin-** We need to work together to be safe. A few days ago, someone was bothering my daughter. I told her to let the teacher know. As parents, we need to talk to our child at home to have less issues; we need to be involved and ask questions.

6. Unfinished Business:

LCAP Review

Heather Martinez:

4 goals--

1) Academic achievement (intervention opportunity, extended day, teacher training, EL support)

- 2) Create equitable and engaging schools (SEL support, behavior support, welcoming schools)
- 3) Safe, positive, inclusive school (safe & attractive school, college & career pathways, increase graduation rates, getting parents involved)
- 4) Equity Multiplier Schools (hands-on, additional counseling, engaging highly trained teachers, and college awareness and field trips)

EL Capitan's Single Plan for 24-25 School Year

1.1---Goal 1 Academic Achievement

Extending learning opportunities outside the classroom and intervention support for tier 2 & 3 students including students with disabilities and English Learners---For after school tutoring, we have feedback from students/parents on how to improve. We will have funding to provide smaller group tutoring

Celia---The sessions were shorter---**Heather Martinez**---We actually made it longer---we have tutoring for our students and the migrant program had tutoring for the migrant students.

Richard Solis---Your goal for tutoring is too vague...e.g. For the next school year, XXX number of students met...etc. You need to set a measurable outcome goal to shoot for, or it's going to be the same thing every year and it's meaningless. It's up to you as a board to set the measurable goal...look at the outcome to see if you need to make changes.

1.3---Goal 1 Academic Achievement

Professional learning to build administrators and teachers' capacity to support literacy/collaborate in PLCs. Diagnose at-risk EL and SWD staff.

- Professional development planning
- Materials and supplies for teachers
- Substitutes for teachers to engage in collaboration and student data analysis
- More support in math for all students including ELD students

1.4---Goal 1 Academic Achievement

Implement the use of educational materials to academically at-risk, underrepresented students including English Learners, Foster, Youth, and Low Income. Enhance learning through presentations, research, engagement opportunities, and alternative supplemental materials. Providing classroom environments conducive to project-based/collaborative learning and preparing students for college and career experiences

- Replacing old library books with new ones (**Richard Solis**- Are the books in the library age-appropriate? **Heather Martinez**- Yes, our teacher librarian carefully preview and select age-appropriate books for our students)
- Engagement in STEM

- We have funds to have our teachers provide assessments for their ELD students. They are more comfortable when it's their teacher giving them the test rather than a teacher they don't know
- **Ninfa Mendez**- Did you purchase bilingual books in Spanish?
Heather Martinez- Yes, we will purchase some more.
- **Elizabeth Gamez**- Per our library teacher, we are supposed to have 23 books per student in the library, but we currently only have 13 books per student.

2.1---Goal 2 Equitable and Engaging Schools

Provide opportunities to broaden the experiences based on English Learners and close the gap by providing field trips that help build background knowledge and prepare students for college, career, and community.

- ELPAC Camp will invite students to attend based on their need in specific domains using students' most recent ELPAC scores.
Elizabeth Gamez- We need to be strategic and provide support in an equitable way. As you attend parent conferences, you need to ask those questions to target the needs of your students. For reading intervention, we have been targeting those students, and providing support; there has been growth.
- Heather Martinez- The ELD classes went on a field trip to Fresno State on May 2nd. **Mary**---Can we have college tours that talk about requirements to get into college, careers paths, and how to pay for college----Can we start the field trip tours sooner, so students are more prepared? **Mary Vang**- In the past, there was a private organization that provided tours for our students. We were able to customize our tours based on career paths, how to apply for financial aid, A-G requirements in high school students must take to attend a CSU or UC college, etc. However, the private tours cost more money compared to the free 1- hour tours provided by the outreach program at Fresno State. We were disappointed with our recent trip in May because it was a vague tour with not much information for our students. **Heather Martinez**---UC colleges do better tours; we'll make sure our next field trip will be at a UC college next year. **Richard Solis**---The school district has been doing a good job...they have off track (non-traditional path) programs where high school students can take college courses to earn both high school and college credit. You need to look for options...ask the right questions to see if you can enroll your child in the dual enrollment programs.

2.2---Goal 2 Equitable and Engaging Schools

Provide opportunities for students, parents, and staff to recognize positive contributions to campus culture. Provide opportunities to be rewarded for meeting attendance and academic goals.

- 5 star program

- Incentives & Kona ice for SBAC testing

3.1---Goal 3 Safe, Positive, and Inclusive Campus

Provide education opportunities during the school year to provide appropriate learning opportunities including engaging parents with the curriculum being used in the classroom, providing strategies for parents to be used with assisting students with schoolwork.

- Funds to pay for food at ELAC/parent nights
- Translation Services for parents
- Vaping workshops for parents----**Ninfa Mendez/Celia**- I attended the vaping class; they did not provide any pictures. Compared to past workshops, I feel it did not provide good information.

3.3--Goal 3 Sage, Positive, and Inclusive Campus

Expand and enhance PBIS, Positive School Culture, engaging students in classroom on and off campus including professional learning to support academically at-risk students and motivational materials and supplies for English Learners, Foster, Youth, and Low-Income students.

- PD for staff in providing school culture

3.5----Goal 3 Sage, Positive, and Inclusive Campus

Implement the use of educational materials and technology for academically at-risk and underrepresented students including English Learners, Foster Youth, and Low-Income students

- Math used edulastic to collect data from student and provide feedback
- Headphones (learning and assessments)

7. New Business

Heather Martinez

CARS--- it's a system that collects data on how we spend our money. We report and provide assurances to comply with legal requirements.

School Wellness Policy---Every year central set goals to promote students wellness and health---We met 3 goals--1) Learn healthy eating 2) Elementary schools have full-time P.E. teachers 3) Ongoing Mental Health support for secondary and elementary schools (2 areas to work on---increasing the number of schools to limit food celebrations to no more than once per month & advertisement for fundraisers involving food to off campus instead of displaying posters on campus)----All the meals served to all our students are by state and federal programs ...if clubs want to sell food/snacks, they have to meet standards (everything we have in the snack bar meet the standards)

Tanya Navas (Outreach Liaison @ the Independent Study/Adult School

Adult School Courses---We provide English classes for parents. Course information is on page 12 of the pamphlet, we offer English courses. On page 3, to register, you don't

need an appointment, you can bring any type of ID, but you cannot bring children when you are taking your exam. Depending on your score, you will be placed at either the beginning, intermediate or advanced classes. For the courses, we make sure we offer regular work hours and after hours. On page 6, we have a GED test preparation program. We also have technology that teaches you the basics of technology. Also, we have welding and auto body collision repair classes. All our classes are free; the only ones that charge a fee are our welding and nursing assistant classes (same thing as CNA).

Ninfa Mendez---Is it possible we can have coffee with just the principal and VP concerning important topics (morning/evening sessions). **Heather Martinez**---Yes, we can do that.

8. Evaluation:

- Parents completed feedback form (QR CODE)

9. Next Meeting

NA

10. Adjournment

The meeting was adjourned at 6:38 pm by Elizabeth Gamez made a motion to adjourn the meeting and Arlette Gonzalez seconded the motion.

Respectfully submitted,

Mary Vang

ELAC Secretary
5/23/24

(NOTE: Copies of all distributed materials should be attached to the secretary's official minutes. These minutes should be maintained for three years.)