English Learner Advisory Committee (ELAC) Meeting Minutes

School: McKinley Elementary School

Date of ELAC Meeting: 11/14/2025

Mandated Topics: (Check the topic(s) covered)

✔	1. Assist in the development of school-wide need assessment.
	2. Assist with efforts to make parents aware of the importance of regular school attendance.
	3. Advise on the school's program for English Learners
	4. Advise the principal and staff in the development of a site plan for ELs and submit plan to the school council for consideration of inclusion in the Single Plan for Student Achievement (SPSA)
	5. Receive training to assist members in carrying out their legal responsibilities.
	6. Elect representative(s) for the District English Learner Advisory Committee
✔	7. Presentation on SPSA & analyzed student achievement data

I. The meeting started at 9:00am

Attendance was taken. Present at the meeting was Quitzia Esquivel (EL Parent), Abidan Escobar (EL Parent), Daniele Trusardi (EL Parent), Olga Zemkova (EL Parent), Liza Bik (EL Parent), Liyan Ma (EL Parent - via zoom), Ms. Ashley Zartner (Assistant Principal - facilitator), Andrea Padilla (Bilingual Community Liaison).. All parents of ELs were sent an email invite and the meeting agenda and notice was blasted to the whole community and posted on the weekly newsletter (lion's roar).

II. **MEETING MINUTES:** Prior meeting minutes are posted on the website.

III. ELAC Mandated Topic(s) :

Ms. Ashley Zartner provided information on the federally mandated topic Single Plan for Student Achievement (SPSA) and reviewed data from last year, and members took a survey on Needs Assessment.

IV. ELAC Discussion /Recommendation

Members discussed analysis on student achievement data

V. **DELAC Report***: (The following is a brief summary of the DELAC report)*

No report Provided

VI. Other presentation(s)*(Summary)*

No other presentations at this meeting.

VII. Announcements: (Summary)

The meeting was adjourned at: 10:00 am

submitted by Andrea Padilla, BCL