SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT

English Learner Committee (ELAC)

School: FRANKLIN ELEMENTARY SCHOOL

Date of ELAC meeting: 10/24/25

Room # 3- 9am – in person meeting

Members present: Sign in sheet is attached.

Parents: Vilma Latoze, Chiaki Okamoto

Staff: Maura Zagor, Florencia Rams

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

x	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. Advice 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)
	4. Receive training to assist members in carrying out their legal responsibilities.
	5. Elect representative(s) for the District English Learner Advisory Committee

I The meeting started at 9:05am

II MEETING MINUTES: The parents read the minutes from October 24th 2025 meeting. Vilma Latoze made a motion to approve the minutes as presented and Chiaki Okamoto seconded this motion

III ELAC Mandated Topic(s):

IV ELAC Discussion /Recommendation

The community liaison showed where to find the ELAC agendas and minutes in the Franklin Webpage

Ms. Maura Zagor, shared her role as the Literacy and Language Interventionist. She explained the difference between language and literacy and reviewed the district assessments used to support English Learner students. She explained how English Learner students qualify for her services and the support provided to newcomer students who arrive in the U.S. without speaking English. She also discussed the ELPAC, which includes four areas—reading, speaking, writing, and listening—as well as the state assessments.
Teachers have been trained in **Benchmark Express** to support English Learner students in the classroom, as it is a program designed to be implemented during regular class instruction

V DELAC Report:

All ELAC representatives from the Santa Monica-Malibu School District meet once a month in a meeting called DELAC. It is not mandatory but we ask our representative to attend if possible. It is a good opportunity for reviewing the plan for English learners over the district. This meeting is open to the public. All parents are welcome.

No report comments from last Delac meeting on 10/16/25

Next DELAC meeting will be on October 30, 2025 - via Zoom Special Meeting 9:00-10:30 a.m.

VI Other presentation(s)*(Summary)*

VII Announcements: (Summary)

Dates for the next meeting: (in agenda) Friday, January 23 2026- 9am- Room # 3

The meeting was adjourned at: 10:06am

Respectfully submitted by Florencia Rams- Bilingual Community Liaison