



English Learner Parents Leadership Council (PLC)
Wednesday, November 19, 2025
Meeting Minutes (Semester 1)



Location: Skycrest Elementary School

Room: Media Center

Meeting time: 9:15-9:50 a.m.

English Learner Parents Leadership Council (PLC) Purpose:

- ✚ Provides EL families with an opportunity to take on a leadership role, volunteer, and provide input information to the district 's EL Plan
- ✚ Provides EL families leadership training and orientation on the district's ESOL program monitoring procedures
- ✚ Provides EL families with parent involvement options
- ✚ Informs EL families of opportunities to be represented on school and district advisory committees
- ✚ Obtains feedback to help improve the educational services for EL students
- ✚ Connects EL families with meaningful educational and community resources to help meet their children's and families' needs

Meeting Attendance:

- Maria Perez, parent
- Cristina Ortiz, parent
- Maria Hupilla, parent
- Hermelinda Simón, parent
- Delma Escamilla, parent
- Ruth Sanchez, parent
- Joanna Silis, parent
- Ivon Sarmiento, parent
- Alicia Pérez, parent
- Natalia Martins, parent
- Angélica Vazquez, parent
- Jeremia Hombre, parent
- Jurimar Tovar, parent and school team
- Ramona Zambrano, Quest Speaker -Multilingual Services
- Melva Muphy, ESOL teacher
- Adriana Frisby, ESOL teacher
- Isabel Santos, ESOL teacher
- Irma Varga, Bilingual Assistant
- Ericka Reckenwald, Coordinator, PCS Multilingual Family Services

Meeting Summary

- Meeting started at 9:15 a.m.

1. Welcome, Introductions, and Overview

Presenter: Ericka Reckenwald, Family Outreach Coordinator, PCS Multilingual Family Services

- The meeting began with a welcome and participant introductions.

- An overview of the Parent Leadership Council was provided, including its role in supporting multilingual English Learner (EL) families.
- The purpose and goals of the meeting were reviewed, with an emphasis on collaboration among families, schools, the district, and community partners.
- Parents received a Parent Bag with a folder inside containing materials and resources to support family engagement, including:
 - Meeting agenda
 - Monthly Multilingual Families newsletter with current updates
 - Schedule of parent workshops for Semester 2
 - Family feedback survey
 - Parent Homework Dictionaries
 - PCS District application guides
 - Additional school and community resources

2. District / Multilingual (ESOL) Family Services Update

Presenter: Ericka Reckenwald, Family Outreach Coordinator, PCS Multilingual Family Services

- District updates were shared regarding Multilingual (ESOL) Family Services and support systems available to multilingual families.
- Information was provided about upcoming Multilingual Family workshops planned for Semester 2.
- Family engagement opportunities at both school and district levels were highlighted.
- The Parent Ambassadors initiative was introduced and discussed, including ways families can support outreach and engagement efforts.
- Families were invited to provide feedback and advocate regarding services, communication, and engagement opportunities.

3. Special Highlight – PCS Multilingual Services EXPO

Presenter: Ramona Zambrano, Coordinator, Multilingual Services

- Information and a flyer were shared for the PCS Multilingual Services EXPO, scheduled for January 28, 2026, at Countryside High School.
- An overview of the purpose of the EXPO and the services and resources available to families was provided.
- Families were encouraged to attend the EXPO and share information with other multilingual families.

4. Open Agenda

Participants: Multilingual English Learner (EL) families, school representatives, and Ericka Reckenwald, Coordinator, Multilingual Family Services

- The Open Agenda provided an opportunity for collaborative discussion among the families
- Discussion topics included family needs, family engagement opportunities, and available support services.
- Jurimar Tovar, parent and member of the school team, facilitated an inclusive discussion that encouraged parent participation and reinforced the mission of the Parent Leadership Council.
- Suggestions for engaging additional families in the Parent Leadership Council were shared.
- Parents shared feedback and suggestions.

- Information was shared regarding academic programs, tutoring support for English Learner students, and available school and district resources to support student success in Semester 1 and Semester 2.

5. Meeting Conclusion (9:50 a.m.)

- Families were thanked for their meaningful participation, thoughtful feedback, and leadership, which contributed to productive discussion and collaborative planning.
- Families were encouraged to continue active involvement in Parent Leadership Council activities and to serve as advocates by inviting and supporting additional English Learner families to participate.
- The next Multilingual (EL) Parent Leadership Council meeting was announced for April 25, 2026, to be held at the same location and time—Skycrest Elementary School Media Center at 9:15 a.m., immediately following the school International Café.

For Questions or Additional Information

For any questions related to this meeting, please contact:

Ericka Reckenwald

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Multilingual Services

Pinellas County Schools

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