ELAC MEETING MINUTES
Thursday, December 11, 2025
@ 8:45a.m.

*Meeting Called to Order @ 8:55a.m. By: Mrs. Fernandez
(Mrs. Renoj instructed Mrs. Fernandez to call the meeting to order.)

I. Review of Past Minutes

- Mrs. Braden Gutierrez reviewed the ELAC Roles and Responsibilities by displaying the ELAC Check Sheet, in English and Spanish, with dates of achievement. - Mrs. Braden Gutierrez distributed the minutes from the ELAC Meeting on November 13, 2025, for review. Mrs. Braden Gutierrez called for a motion to approve the minutes. 1st Motion: Mrs. Renoj, 2nd Motion: Mrs. Fernandez. A vote was taken verbally & by raising of hands, which unanimously approved the minutes.
- 4 parents & 4 staff members attended the meeting.

II. ELPAC Update

- Even though 13 students (9.3%) Reclassified as Fluent English Proficient (RFEP) in 2023-2024 & 13 students (11.4%) Reclassified as Fluent English Proficient (RFEP) in 2024-2025, there was an increase in the BCMS RFEP percentage due to lower student enrollment in 2024-2025.
- 2 EL students have been Reclassified as Fluent English Proficient (RFEP) so far this year. Mrs. Braden Gutierrez will be analyzing 1st Trimester Data to identify additional EL students who are ready to be reclassified as English Proficient. The updated HSD RFEP Criteria is
    - Level 4 on ELPAC
    - Equivalent of English Only (EO) Nationwide Average on i-Ready ELA
    - Midpoint of Standard Nearly Met or above on ELA CAASPP
    - ELA Grades = Basic (70% C) or Above
- Mrs. Braden Gutierrez & the ModSevere Teachers will complete this year's Alternate ELPAC Training on Wednesday, December 17, 2025. Mrs. Braden Gutierrez will also complete the Summative ELPAC Training in January.

Mrs. Braden Gutierrez reported as newcomer & EL students continue to enroll at BCMS Initial ELPAC & Initial Conferences will continue to be conducted.

- Mrs. Braden Gutierrez plans to begin teaching ELD After School Phonics Classes for ELs struggling with reading.

III. DELAC Update

- The last DELAC Meeting was October 30, 2025, so there is nothing new to report. The next DELAC Meeting was scheduled for December 4, 2025, @ 9:00a.m., but has been rescheduled to December 18, 2025, in Room 5 at the HSD Learning Center.

IV. Single Plan for Student Achievement (SPSA)

- Mrs. Braden Gutierrez reminded parents of the cyclical process in which the Needs Assessment is used to identify school strengths and needs, which are then used to create the Single Plan for Student Achievement (SPSA), which is then monitored throughout the year and evaluated at the end of the year with the Categorical Program Evaluation. Mrs. Braden Gutierrez reminded parents that the Single Plan for Student Achievement (SPSA) is a Living Document, so it will be monitored and can be modified throughout the year. Mrs. Braden Gutierrez & Mr. Paterson presented, reviewed the Single Plan for Student Achievement (SPSA) & associated budget & asked for parent input. Mr. Paterson explained the updates of the BCMS SPSA Goals being aligned with the HSD LCAP Goals and aligned with funding. Mrs. Braden Gutierrez called for a motion to approve the Budget & EL Sections of the Single Plan for Student Achievement (SPSA). 1st Motion: Mrs. Renoj, 2nd Motion: Mrs. Fernandez. A vote was taken verbally & by raising of hands, which unanimously approved the Budget & EL Sections of the School Plan for Student Achievement (SPSA), with modifications.

V. Information ELAC wants to share with School Site Council:

- ELAC would like to advise SSC to approve the Budget & EL Sections of the School Plan for Student Achievement (SPSA), with modifications.

VI. Future ELAC Meeting Date:

There are three more ELAC Meetings scheduled for the 2025-2026 School Year.
- Thursday, April 16, 2026, @ 8:45a.m.
- Thursday, May 14, 2026, @ 8:45a.m.
- Thursday, June 4, 2026, @ 8:45a.m.

VII. Comments:

- SSC = Friday, December 12, 2025 @ 8:30a.m. in Library
- DELAC = Thursday, December 18, 2025, @ 9:00a.m. at HSD Learning Center Rm 5
- Winter Break = Monday, December 22, 2025, to Friday, January 9, 2026. (School Resumes on Monday, January 12, 2026)
- HPA = Tuesday, January 13, 2025, @ 9:00a.m.

* Meeting adjourned @ 9:47a.m. by Mrs. Briceno
(Mrs. Renoj instructed Mrs. Briceno to adjourn the meeting.)