



English Learner Advisory Committee (ELAC)

Newport Coast Elementary

Meeting Date: 10/17/2025 | **Time:** 9:15am

Location: Newport Coast Elementary - Room 9

Attendance – See attached list.

-Parents: 05 | -School Staff: 02 | -District Staff: 01 | -Guests: 01

MINUTES

Required Topics/ Training Covered:		
Check topic(s) covered at this meeting and reflected in minutes.		
☐	1	ELAC parent members have been elected by parents or guardians of English learners (ELs). Parents or guardians of English learners must constitute at least the same percentage of the ELAC membership as their children represent the student body.
☐	2	Elect one to two members to the District English Learner Advisory Committee (DELAC).
☐	3	Training (including receipt of materials) for ELAC members that will assist them in carrying out required advisory responsibilities. Training shall be planned in full consultation with committee members.
☒	4	Advise the principal and staff in the development of a site plan for ELs as part of the School Plan for Student Achievement (SPSA). <ul style="list-style-type: none"> ☐ Review current year SPSA/Annual Evaluation ☐ Mid-Year SPSA Progress Report ☐ Advise on next year's SPSA
☒	5	Administration of a Districtwide needs assessment on a school-by-school basis to parents of all English learners.
☐	6	Review school results of the EL needs assessment.
☐	7	Administration of the school's Annual Language Census; share relevant English learner schoolwide data.
☐	8	Promote ways to make parents aware of the importance of regular school attendance.
☐	9	Provide input on the Local Control Accountability Plan (LCAP) actions, services, and expenditures as they impact English learners and families.

I. Call To Order/Welcome and Introductions

Principal Darrow opened the meeting at 9:15 a.m. and welcomed parents, guardians, and staff members. She reviewed the purpose of ELAC—to advise on programs and services for English Learners (ELs) and to strengthen school-home partnerships.

II. Approval of Minutes

The agenda for October 17, 2025, was reviewed and approved as presented. The minutes from the September 12, 2025, meeting were also reviewed and approved by Tayfun Tuysuzolgu and Cennet Tuysuzolgu, confirming that they accurately reflected the discussions and actions from the previous session.

III. District English Learner Advisory Committee (DELAC) Report

The site's DELAC representative will attend the next district meeting and provide updates on district-wide initiatives, including reclassification progress, parent engagement activities, and English Learner program supports aligned with the LCAP.

IV. Required Topics

- 1. English Learner Needs Assessment** - The purpose and timing of the districtwide English Learner Needs Assessment were explained. Families were encouraged to complete the survey once released, as results guide resource allocation and professional development. Attendees suggested using ParentSquare reminders and multilingual messages to boost participation.
- 2. SPSA Review – English Learner Data** - Principal Darrow presented EL data from the School Plan for Student Achievement (SPSA): At NCE, 68.9 % of multilingual learners enrolled ≥ 2 years showed ELPAC growth. 2025-26 Goal: ≥ 70 %. Districtwide, 66.7 % of multilingual students made or maintained proficiency (+ 5.8 % vs 2023); regression decreased to 7.4 %. Discussion emphasized effective ELD strategies, data-driven instruction, and home–school partnerships supporting language development.
- 3. Reclassification Criteria Overview** - Principal Heather Darrow introduced the topic of Reclassification Criteria, emphasizing its importance in recognizing English Learners' progress and academic growth. She explained that reclassification marks an important milestone for students and families, reflecting readiness for full participation in the general education program without additional English language support.

Following the introduction, **Teacher on Special Assignment (TOSA) Robin Testa** provided a more in-depth presentation outlining the four state and district criteria required for a student to be reclassified as **Reclassified Fluent English Proficient (RFEP)**:

Language Assessment: Students must achieve an overall Level 4 on the ELPAC Summative Assessment, demonstrating advanced proficiency across all language domains.

Basic Skills: Grade-level performance must be shown on one of the following assessments — DIBELS (K–6), STAR IRL (2–6), or SBAC ELA (3–6).

Teacher Evaluation: Teachers assess student progress through classroom performance, ensuring consistent proficiency (typically scores of 3s and 4s on report card standards).

Parent Consultation: Parents or guardians are involved in the decision-making process and provide input before final approval.

Robin also explained the post-reclassification monitoring process, which continues for four years to ensure sustained academic success and language development.

V. Resources and Upcoming Events

Principal Heather Darrow reviewed upcoming school events and activities, highlighting opportunities for family engagement and student participation throughout the fall and winter months.

- Oct 29: Jog-a-Thon
- Oct 31: Boo Blast Parade
- Nov 5 & 11: No School
- Nov 17–21: Let's Be Kind Week
- Dec 9: Winter Concerts
- Dec 11: Orchestra Performance
- Dec 12: Flag Deck – Reclassification Recognition
- Dec 22 – Jan 2: Winter Break
- Feb 16–20: Presidents' Week
- Feb 27: Next ELAC Meeting (#3)

Additionally, **Iryna Bilova, School Community Facilitator (SCF)**, shared information about upcoming community events and family resources, encouraging families to stay connected through ParentSquare and local outreach opportunities.

VI. Questions/Comments/Evaluations

Parents asked about supporting children at home with reading and vocabulary, understanding ELPAC testing windows, and available resources for newcomer families. Staff directed families to the school's EL resources and district website for additional support.

During the discussion, parent Junjun Ji asked where she could view her student's ELPAC Initial Score. Principal Heather Darrow and TOSA Robin Testa responded that parents can access ELPAC scores through the Aeries portal once results are posted by the district. They also explained that teachers can provide additional details during conferences if clarification is needed.

VII. Adjournment

The meeting adjourned at **10:10 a.m.** The next ELAC Meeting is scheduled for Thursday, February 27, 2026, at 9:15 a.m. in Room 9.

Minutes submitted by:

Iryna Bilova, SCF

