Newport-Mesa Unified School District

NEWPORT-MESA Unified School District
Multilingual Programs

English Learner Advisory Committee (ELAC)

Newport Coast Elementary

Meeting Date: 02/27/2026 | **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). ☐ 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 Heather Darrow opened the meeting at 9:15 a.m., welcoming parents, guardians, and staff members. She briefly reviewed the purpose of ELAC and highlighted the committee's role in providing input on programs and services for English Learners while promoting strong partnerships between home and school.

II. Approval of Minutes

The minutes from the previous ELAC meeting were reviewed with attendees. After an opportunity for questions and discussion, the minutes were approved as presented by Shangmei Chai and Lianqing Li.

III. District English Learner Advisory Committee (DELAC) Report

Iryna Bilova, School Community Facilitator, shared a brief update from the February 11, 2026 DELAC meeting. The district reviewed current English Learner data, Title III funding to support multilingual students and parent engagement, and invited families to provide input for the 2026–2027 LCAP. The next DELAC meeting is scheduled for March 25, 2026.

IV. Required Topics

1. **English Learner Needs Assessment Data Review -**The results of the 2025–2026 English Learner Needs Assessment Survey were reviewed. Principal Heather Darrow explained how the survey data is used to guide instructional planning, resource allocation, and professional development. Families were encouraged to continue participating in future surveys to ensure their voices are reflected in school planning.
2. **Annual Language Census -** The 2026 Language Census was reviewed. The census provides updated information regarding the number of English Learners enrolled at Newport Coast Elementary and supports district planning and compliance requirements.
3. **Mid-Year SPSA Progress Report – English Learner Data -** Principal Darrow reviewed mid-year English Learner data as part of the School Plan for Student Achievement (SPSA).

- 13 Newport Coast Elementary students have reclassified so far this year.
- This represents 21.3% reclassification progress at mid-year.

Discussion focused on continued designated and integrated ELD instruction, monitoring student growth, and supporting students academically and linguistically.

4. **2026–2027 SPSA / LCAP Input**

Families were invited to provide input for the 2026–2027 SPSA and LCAP.

Discussion included:

- Continued academic support for multilingual learners

- Parent engagement opportunities and workshops
- Communication through ParentSquare
- Supporting reading and vocabulary development at home

Parents shared appreciation for current supports and emphasized the importance of continued communication and family involvement.

V. Upcoming Events

The following school events were shared with families:

- March 2–6: Read Across America Week
- March 4: Class Act Family Night
- March 9–13: Parent Conferences
- March 25: DELAC
- March 31: Battle of the Books
- April 2: STEAM Night at NCE
- April 6–10: Spring Break
- April 17: ELAC Meeting #4

Families were encouraged to stay engaged and connected through ParentSquare. A hard copy flyer with these upcoming dates was also provided to parents during the meeting for reference.

VI. Questions/Comments/Evaluations

Parents asked questions about reclassification timelines and criteria, ways to support reading and vocabulary development at home, and available parent resources for English Learners. Families were especially interested in workshops, online tools, and materials they could use to strengthen language development outside of school. Principal Heather Darrow provided clarification and shared information about school and district resources available to families. She also reminded parents that student progress and assessment results can be reviewed through the Aeries Parent Portal and discussed further during conferences. Parents were thanked for their continued involvement and engagement in the school community.

VII. Adjournment

The meeting adjourned at approximately 10:15 a.m. The next ELAC Meeting (#4) will be held on April 17, 2026, at 9:15 a.m. in Room 9.

Minutes submitted by:
Iryna Bilova, SCF