English Learner Advisory Committee (ELAC)

Newport Coast Elementary

Meeting Date: 04/17/2026 | **Time:** 9:15am

Location: Newport Coast Elementary - Room 9

Attendance – See attached list.

-Parents: 04 | **-School Staff:** 02 | **-District Staff:** 00 | **-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 AM,** welcoming families, staff, and guests. She thanked everyone for being there and provided a brief overview of the purpose of ELAC, highlighting the important role that family involvement and partnership play in supporting English Learner students.

II. Approval of Minutes

The minutes from the previous ELAC meeting were reviewed with attendees. After time for questions and discussion, a motion to approve the minutes was made by Duanyang Jiang and seconded by Jingxiao Liang. The minutes were approved as presented.

III. District English Learner Advisory Committee (DELAC) Report

Iryna Bilova provided an update on the recent DELAC meeting, highlighting student and family resources, district updates, and opportunities for parent involvement.
A wellness segment focused on emotional well-being, including strategies for managing stress, building relationships, and practicing mindfulness.
Information was also shared about the Resource Fair and available community support, including Assistance League of Newport-Mesa, Share Ourselves (SOS), Latino Health Access, OC Health Care Agency (ADEPT), Community Legal Aid SoCal, Project Youth OC, and Girls Inc. of Orange County.Families were encouraged to utilize these resources.
The next DELAC meeting will be held on May 6, 2026 at 6:30 PM.

IV. Required Topics

1. **Parent/Family Engagement Policy Review-**The 2026–2027 Parent & Family Engagement Policy was reviewed with families, highlighting the shared responsibility between families, school staff, and students in supporting student success. Key areas discussed included monitoring attendance and addressing absenteeism, supporting homework and academic achievement, encouraging participation in extracurricular activities, promoting reading and healthy habits at home, volunteering and participating in school activities, and engaging in decision-making related to student education. Families were also informed about communication methods and opportunities for involvement through ELAC, SSC, PTA, and the School Foundation.
2. **LCAP Educational Partner Input Review -** Families reviewed the Spring 2026 LCAP Educational Partner Input and were encouraged to share feedback on school programs and services. Discussion emphasized the importance of family input in shaping district priorities and improving student outcomes.
3. **SPSA Review and Input (School Plan for Student Achievement) –** English Learner Data Families were provided an overview of the SPSA and their role in advising the principal and staff. Topics reviewed included the current SPSA and annual evaluation, the mid-year SPSA progress report, and planning and input for the 2026–2027 SPSA. The presentation also included student performance data (STAR Reading and STAR Math) and a discussion of chronic absenteeism trends for English Learners compared to all students. Families were encouraged to provide input to support continued academic growth and student success.

V. Parent Input on ELAC Presentations

Families were invited to share feedback and ideas for future ELAC topics. Guiding questions included:

- "How can we help?"
- "What do you need?"

Parents were encouraged to share suggestions to better support students and families, including topics of interest, resources they would like to learn more about, and ways the school can improve communication and engagement. Families expressed appreciation for the opportunity to provide input and be involved in planning for the upcoming school year.

VI. Questions/Comments/Evaluations

Families were given the opportunity to ask questions and provide feedback. Parents expressed appreciation for the information shared and the opportunity to contribute their input.

VII. Adjournment

The meeting was adjourned at approximately **10:15 AM**. Families were thanked for their participation and continued support.

Minutes submitted by:

Iryna Bilova, SCF