



Newport-Mesa
Unified School District



Newport Coast
Elementary

English Learner Advisory Committee

ELAC

Newport Coast Elementary

September 12, 2025



- On the sign-in sheet, please:
 - ✓ write your first and last name
and
 - ✓ your students' first and last name





Agenda



Newport-Mesa
Unified School District

Newport-Mesa Unified School District
Multilingual Programs

Newport Coast Elementary
invites you to attend the
English Learners Advisory Committee (ELAC) Meeting

When:	9/12/25	Time:	9:15 AM
Where:	Newport Coast Elementary, 6655 Ridge Park Road, Newport Coast, CA 92657 (Room 8)		

AGENDA

- 9:15 AM Call To Order/Welcome and Introduction**
Heather Darrow, School Principal
- 9:20 AM Discussion of [Minutes](#)**
Heather Darrow, School Principal
- 9:25 AM District English Learner Advisory Committee (DELAC) Report**
- Identify DELAC Representative(s)
 - Parent Interest Survey
- 9:30 AM Required Topics**
- ELAC Parent Elections
 - DELAC Election
 - ELAC Orientation and Training
 - SPSA - Annual Progress
 - Attendance Matters
- 9:45 AM Other Presentations or Guest Speakers**
- Elementary School Counselor, Mr. Drake Leonard
- 9:50 AM Community Resources**
Iryna Bilova, SCF
- 10:00 AM Questions, Comments and Evaluations**
- Member Input
- 10:15 AM Adjournment**
Thank you for your engagement in our school community!

Revised 8/2023



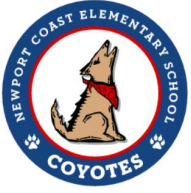
Newport-Mesa
Unified School District



Welcome and Introductions

Discussion of Minutes





Identify DELAC Representative(s)

Election of ELAC Membership





Newport-Mesa

Unified School District

2025 -2026

**English Learner
Advisory Council
Training**

**Department of
Multilingual Programs**

ELAC Requirements

Composition of ELAC

Each California
Public school with
21 or more
English learners must form an



At the first
ELAC meeting,
and ELAC is formed, ***parent
members are elected*** by
parents or guardians of ELs

English
Learner
Advisory
Committee (ELAC)

Parents of English learners
constitute at least the same
percentage of the committee
membership as their children
represent of the student body.



Purpose of ELAC

ELAC Responsibilities

Principal



Parents



Students



Connection



1

Advise the principal and staff on programs and services for English learners (ELs).

- Advise the principal and staff the development of a site plan for ELs as part of the **Single Plan for Student Achievement (SPSA)**

2

Familiarize parents with the various facets of the EL Master Plan so they may make decisions about the programs and services their children are receiving.



3

Provide a forum where topics pertaining uniquely to the needs of parents of English learners can be presented/ discussed.

- Administration of a **Districtwide needs assessment** on a school-by-school basis to parents of all English learners.



4

ELAC promotes a meaningful connection with parents of English learners at the school site.

- Review school results of the EL needs assessment.

ELAC Responsibilities

District English Learner Advisory Committee (DELAC)



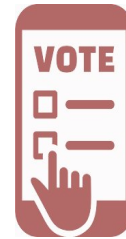
□ Administration of the school's **Annual Language Census**; share relevant EL schoolwide data.

□ Promote ways to make parents aware of the importance of regular **school attendance**.



□ Provide input on the **Local Control Accountability (LCAP)** actions, services, and expenditures as they impact English learner students and families.

• **ELAC elects a least ONE member (and not more than two) to the DELAC.**



• **The DELAC representative(s) gives a report at each ELAC meeting and explains the training topics covered at the DELAC meeting.**

Bylaws and Officers



□ Bylaws are not required; however, this is an ELAC decision. Once bylaws are established, they must be followed and reviewed annually.

□ Electing ELAC officers is not required; however, this is an ELAC decision. For specific officer duties, see “Roles and Responsibility of ELAC Officers”.

Устав и члены правления

Устав

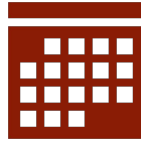


□ Устав не является обязательным; решение о нем остается за ELAC. После принятия устава его необходимо соблюдать и ежегодно пересматривать.

□ Избрание участников правления ELAC не является обязательным; решение об этом остается за ELAC. Конкретные обязанности участников правления см. в разделе «Роли и обязанности членов правления ELAC».

Rules of Order

Records



1. Meetings must be open to the public.

2. The public must be able to address the committee.

3. Meeting notice must be posted in a public location 72 hours in advance.

4. Notice must specify date, time, and place of meeting.

5. Committee action limited to the posted agenda.

6. Questions or information need not be on the agenda.

Committee roster and election ballots if applicable

-Bylaws

-Meeting notifications

-Meeting agendas

-Meeting minutes

-Attendance (signed-in sheets)

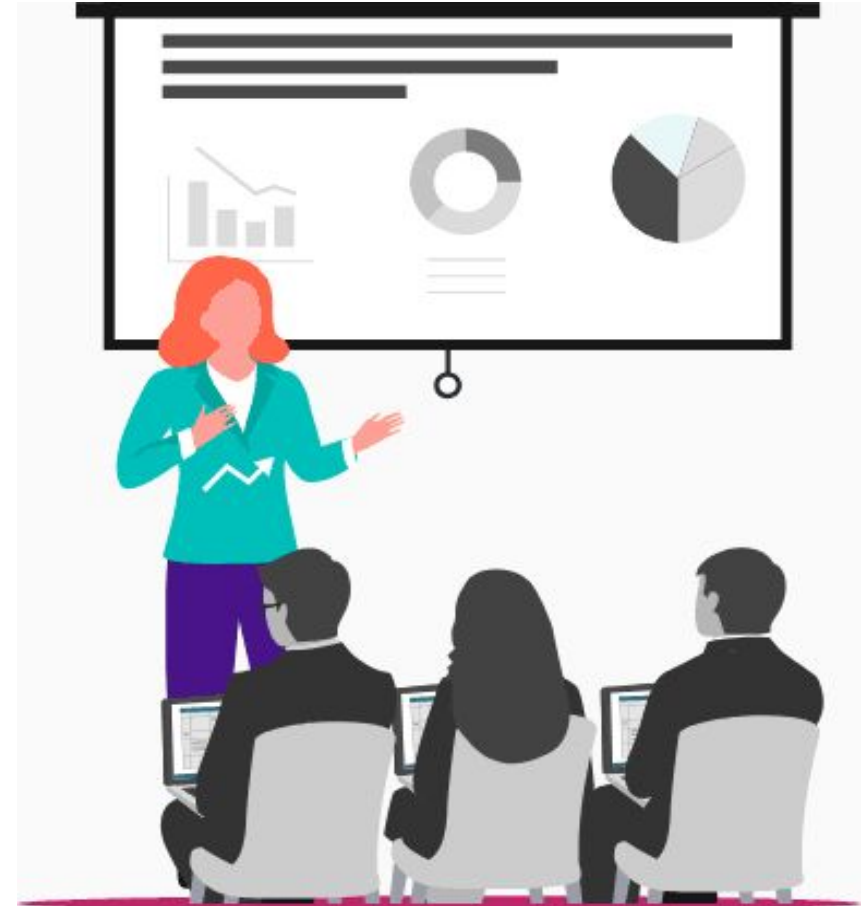
-Copies of documents/ handouts discussed

Training

The **English Learner Advisory Council** must receive training and materials, planned in full consultation with committee members, to assist members in carrying out their required responsibilities.



Questions?



Attendance MATTERS!

- ❑ Starting in Kindergarten, too many absences can cause children to fall behind.
- ❑ Missing 10% (18 days) can make it harder to learn to read.
- ❑ Students can fall behind if they miss just a day or two days every few weeks.
- ❑ Being late to school may lead to poor attendance. Absences can affect the whole classroom.

ATTENDING SCHOOL REGULARLY HELPS CHILDREN FEEL BETTER ABOUT SCHOOL AND THEMSELVES. START BUILDING THIS HABIT EARLY SO THEY LEARN RIGHT AWAY THAT GOING TO SCHOOL ON TIME, EVERY DAY IS IMPORTANT. GOOD ATTENDANCE WILL HELP CHILDREN DO WELL IN HIGH SCHOOL, COLLEGE, AND AT WORK.

When do absences become a problem?/

180 DAY SCHOOL YEAR

18+

Chronic Absences 18 or more days/

10

Warning Signs 10 to 17 days/

9

Satisfactory 9 or fewer Absences/



The importance of good attendance

- ❑ Set a regular bedtime and morning routine.
- ❑ Lay out clothes and pack backpacks the night before.
- ❑ Don't let your child stay home unless they are truly sick.
- ❑ If your child seems anxious about going to school, talk to the teachers, school social worker, or other parents for advice on how to make them feel comfortable and excited about learning.
- ❑ Develop back up plans for getting to school if something happens.
- ❑ Call on family, a neighbor, or another parent
- ❑ If your child must stay home due to illness, ask the teacher for resources and ideas to continue learning at home.





Services Designated ELD, Multilingual IA, EL Coordinator

- Core Curriculum
- Designated vs Integrated
- Teacher Training





Counseling Office

Mr. Drake Leonard, Counselor

- 5 days at NCE
- Academic, social, emotional, behaviors, etc.
- Recess activities
- Parent permitted counseling
- Referral to outside services





Upcoming Events

- 9/25/25 - PTA Dance Party at NCE
- 9/30/25 - Foundation Fall Social
- 10/10/25 - No school for students
- 10/15/25 - PTA Jog-a-thon
- 10/17 - Flag Deck
- 10/17 - ELAC Meeting #2
- 10/20-10/24 - Parent-Teacher Conference Week
- 10/31 - Boo Blast
- 11/5 - No school for students





Resources

Free In-Store Kids Workshops

Join Us at 9 a.m. the First Saturday of Every Month.



<https://www.homedepot.com/c/kids-workshop>



Newport-Mesa
Unified School District

Community Resources:



NEWPORT BEACH
PUBLIC LIBRARY



Introducing Art Space! A new children's program focusing on crafts inspired by a different artist each month, from Monet's water lilies to Seurat's dots and much more. Central Library. September 4, October 2, November 6 and December 6 – 4-5:00 pm. Registration not required.



Join us for Pajama Storytime!
Mondays 6:30-7pm beginning August 11
Crean Mariners Library



Newport-Mesa
Unified School District



Questions / Comments

Thank you!

