



English Learner Advisory Committee (ELAC)

Costa Mesa Middle/ High School

Meeting Date: 1/26/2026

| Time: 6:00 pm

Location: 2650 Fairview Rd, Costa Mesa, CA 92626

Attendance – See attached list.

-Parents: 28 | **-School Staff:** 10 | **-District Staff:** 04 | **-Guests:** 00

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

The meeting was called to order at **6:08 PM** by SCF, Irasema McAllister. She welcomed all present to the first English Learner Advisory Committee. Maricela Lopez, President, Carmen Ramirez, Co-President, and Natalia Ramirez, Secretary, introduced everyone.

II. Approval of Minutes

Minutes were read from the 11/17/2025 meeting by **Carmen Ramirez**. It was moved by **Maricela Lopez** and seconded by **Maribel Osorio** that the minutes be approved as written (or as corrected/amended).

III. District English Learner Advisory Committee (DELAC) Report

Carmen Ramirez, the ELAC representative for DELAC, shared a summary of the DELAC meeting held on November 12, 2025. She noted that key topics discussed included parent notifications and reclassification procedures, during which parents reviewed sample letters and provided feedback. Other presentations addressed topics related to college and career readiness, such as the A-G requirements, dual enrollment, the AVID program, and career education programs. The meeting also included community announcements about resources and upcoming events, and concluded with a reminder of the dates for upcoming meetings.

IV. Required Topics - *The following is a summary of discussion, parent input or comments, and action(s) taken on any of the above-described required topics.*

- 1.** Advise the principal and staff in the development of a site plan for ELs as part of the School Plan for Student Achievement (SPSA).
 - a. Mid-Year SPSA Progress Report
- 2.** Administration of a Districtwide needs assessment on a school-by-school basis to parents of all English learners.
- 3.** Administration of the school's Annual Language Census; share relevant English learner schoolwide data.

V. Other Presentations or Speakers

Principal's report: Mr. Giles gave parents the following information about ELPAC testing, CAASPP testing, course registration, AP Spanish Literature new course, he explained how parents would be receiving more communication through ParentSquare in regards to tardies and safety at schools.

Mr. Giles explained the School Plan for Student Achievement for 2025-26. He touched on student academic success and student social emotional/ mental health awareness.

Time was then given to parents to fill out the Districtwide needs assessment on a school-by-school basis to parents of all English learners.

Mr. Asrar the 8th grade counselor gave information regarding 6th grade feeder presentations happening in February for incoming 7th grade students. He also informed about the 6th grade visits at Mesa on February 27th. Mr. Asrar also touched on the new changes regarding 8th grade promotion eligibility such as maintaining a minimum cumulative GPA of 1.5. If students

do not meet this requirement by 3rd quarter they will be put on a promotion redemption plan and they must earn a 1.5 GPA during 4th quarter and have no more than 2 F's.

Veronica Menendez the school social worker introduced herself to parents. She gave them information regarding her role and about the Wellness room in 152.

Mrs. Taylor, the EL coordinator, presented the reclassified students with a certificate.

VII. Questions/Comments/Evaluations

Question(s):

1. A parent asked Mr. Asrar why the GPA minimum requirement for 8th graders to participate is 1.5 it seemed too low?
 - a. Mr. Asrar explained that last year it was 1.0 and there was no minimum requirement for the amount of F's. This year the school is slowly working towards having 8th graders earn their participation in the promotion ceremony.

VIII. Adjournment

The ELAC Meeting was adjourned at **7:00 PM. We look forward to seeing you at our last ELAC for the 2025-26 school year on 4/27/26!**

Minutes submitted by: **Karla Luna (School Community Facilitator) & Natalia Ramirez (ELAC Secretary)**