



English Learner Advisory Committee (ELAC)

Costa Mesa Middle/ High School

Meeting Date: 4/27/2026

| **Time:** 6:00 pm

Location: 2650 Fairview Rd, Costa Mesa, CA 92626

Attendance – See attached list.

-Parents: 12 | **-School Staff:** 11 | **-District Staff:** 01 | **-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 **6:10 PM** by SCF, Irasema McAllister. She welcomed all present and introduced Ms. Carmen Ramirez, co-president, and Natalia Ramirez, secretary, who welcomed the Parent Advisory Committee for English learners, and school staff, took the opportunity to thank the parents for attending and spoke about the importance of parents getting involved and participating in school activities.

II. Approval of Minutes

Minutes were read from the 1/26/2026 meeting. It was moved by **Maribel Osorio** and seconded by **Carmen Ramirez** 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 January 14, 2026. Key topics discussed included a presentation on elementary school innovation programs and the various activities taking place in schools that promote reading, critical thinking, and creativity, fostering an environment where special attention is given to academic support and engagement. Early College HS gave an overview of the school, the programs it offers, and how the system works to ensure that students reach college. Superintendent Dr. Wesley Smith spoke about some recent developments in the district.

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.*

- A.** Advise the principal and staff in the development of a site plan for ELs as part of the School Plan for Student Achievement (SPSA).
 - 1. Advise on next year's SPSA
- B.** Review school results of the EL needs assessment.
- C.** Provide input on the Local Control Accountability Plan (LCAP) actions, services, and expenditures as they impact English learners and families.

Dr. Ledon presented the survey results, which, due to low participation this year, were not representative of the student population.

Mr. Giles explained that the LCAP outlines how the school allocates funds among the various programs that support students with specific needs, and that it is necessary to further encourage parental involvement in the school.

A table group activity was conducted to gather information about the successful communication tools the school uses with families, as well as community input and participation, and how these can be improved for the next school year.

V. Other Presentations or Speakers

Principal's report: Mr. Giles informed parents that the ELPAC test results will be available soon. The school ensured that all students took the test. He also reported that next school year there will be a new schedule change on Mondays; classes will start a few minutes later giving teachers more time for professional learning. He also announced that next year the school will offer AP Spanish Literature and will start a mariachi group within the orchestra 2 class.

Mr. Giles explained the MESA WAY and school expectations. He explained the new communication flow chart so parents know where to start when seeking help. During his Principals report, Mr. Giles talked about different events, sports activities, and communications from school through his Friday newsletter that is sent out through ParentSquare.

Ms. Tsuge and Mr. Aguilar, academic advisor for 10th and 11th grades, provided information about the classes that will be offered during summer school, the registration process, and where registration will take place. They mentioned the deadline for progress grades and the start date for the AP exams.

VII. Questions/Comments/Evaluations

Comment(s):

1. Marisela Lopez asked how spots for summer classes had been allocated for incoming seniors, if there was a way to increase the number of spots in future years, and if priority in the selection of elective classes is given to students who are pursuing that track.
 - a. Mr. Aguilar explained that spots were allocated on a first come, first served basis because there were only 20 spots available and reiterated that if a student is enrolled in an elective track, they have priority to register and continue in it.

VIII. Adjournment

The ELAC Meeting was adjourned at **7:10 PM**. We look forward to seeing you at our first ELAC for the 2026-27 school year!

Minutes submitted by: **Andrea Sanchez (School Community Facilitator) and Natalia Ramirez**