



English Learner Advisory Committee (ELAC) Corona Del Mar Middle and High School

Meeting Date: Tuesday, September 15th

| **Time:** 8:45 AM-10:00 AM

Location: Lecture Hall

Attendance – See attached list.

-Parents: 15 | -School Staff: 04 | -District Staff: 04 | -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

The meeting was called to order at 8:45 AM by Principal Dr. Jacob Haley and Assistant Principal Kristen Kowalczyk. Families, staff, and guests were welcomed to the first ELAC meeting of the 2026–2027 school year. The CdM administrative team, school staff, and district support staff were introduced. Russian and Mandarin interpreters were present to provide language support and assist families throughout the meeting.

The presentation introduced the CdM team as well as district Multilingual Programs support, including Director of Multilingual Services Laura Dale-Pash and ELD TOSA Rosina Talamantes.

II. Approval of Minutes

The minutes from the May 5, 2026 ELAC meeting were reviewed with attendees. Maria Gorchakova made a motion to approve the minutes, and Anastasia Yunachevskaya seconded the motion. The minutes were approved as presented.

The presentation also reviewed highlights from the May meeting, including student reclassification and ELPAC updates, summer learning and academic support, SPSA and LCAP family input, mental health and wellness, and family engagement.

III. Required Topics

1. ELAC Training of Responsibilities – Required Topic

Families received an overview of the purpose, structure, and responsibilities of the English Learner Advisory Committee (ELAC). ELAC was presented as a school-site advisory group that provides families of English Learners with an opportunity to participate in school planning, provide input on programs and services, and strengthen the partnership between families and the school.

Families reviewed ELAC responsibilities, including providing input on the School Plan for Student Achievement (SPSA), participating in the annual needs assessment process, promoting regular school attendance, receiving training and relevant student data, and maintaining required meeting records.

2. Election of ELAC Parent Members - Families reviewed ELAC membership requirements, including the role of parents and guardians of English Learners in representing EL families at the school site. The election of ELAC parent members was completed and noted on the sign-in sheet.

3. Election of DELAC Representatives – Required Topic

Families were provided information about the District English Learner Advisory Committee (DELAC), including its role in advising NMUSD on English Learner programs and services, district EL program goals and needs assessments, reclassification procedures, parent/guardian notifications, and LCAP updates.

Kristina Hadaieva and Maria Gorchakova were elected to serve as Corona del Mar Middle & High School's DELAC representatives for the 2026–2027 school year.

4. School Plan for Student Achievement (SPSA) – Required Topic

Families received an overview of the 2026–2027 School Plan for Student Achievement (SPSA) and learned how ELAC provides site-specific input into school and district planning.

The presentation explained that the SPSA is based on student results, addresses student needs, provides multiple layers of support, is reviewed by the School Site Council, and is updated annually. Families also reviewed the connection between the SPSA and the district's Local Control and Accountability Plan (LCAP). The 2026–2027 school goals were reviewed, including Student Academic Success; Student Social Emotional/Mental Health, Positive Behaviors and

Physical Wellness; and Parent/Family Engagement. The school will send its updated 26-27 SPSA to ELAC members to vote to approve via Parent Square and a Google Form.

5. Importance of School Attendance – Required Topic

Families reviewed the importance of consistent attendance and punctuality and how regular attendance supports student learning, grades, relationships, and preparation for college and careers.

Attendance guidelines were reviewed, including 0–9 absences as good attendance, 10–17 absences as warning signs, and 18 or more absences as chronic absence. Families were reminded that absences must be cleared within three school days and that a doctor's note is required when a student is absent for three or more days due to illness. Information regarding tardy sweeps and attendance expectations was also shared.

IV. Other Presentations & Guest Speakers

- **English Learner Programs and Supports** - Paul Tucker, EL Coordinator, provided information about programs and supports available to English Learner students at Corona del Mar Middle & High School. Families learned about the school's English Learner course offerings and supports, including ELD 1–3, Academic Language Development (ALD), Reading Skills Lab/Read 180, foundational reading support, and bilingual instructional assistant support in Russian and Mandarin. Parents were also provided strategies for supporting students at home, including encouraging independent reading, utilizing office hours, checking Schoology for grades and assignments, and reviewing ELPAC, CAASPP, and STAR results through the Aeries Parent Portal.
- **Designated English Language Development** - Rosina Talamantes, ELD TOSA, provided information about English Language Development and explained the difference between Integrated ELD and Designated ELD. Families learned that Integrated ELD provides language support within regular academic classes, while Designated ELD provides dedicated instructional time focused on developing academic English skills. The presentation emphasized that this targeted support provides students with additional opportunities to strengthen reading, writing, vocabulary, and other academic language skills needed for reclassification and success across subject areas. Families were also shown how Designated ELD support is provided across grades 7–12 and reviewed information about the Summative ELPAC Student Score Report and ELPAC resources available to parents.
- **Athletics Programs** – Marcy Clark, Athletic Support Secretary, shared information about Middle School and High School athletics, including available sports, seasonal programs, tryouts, and athletic clearance requirements. Families were encouraged to explore athletics as another opportunity for students to build teamwork and leadership skills and become more connected to the school community.
- **Club Rush** - Families received information about Club Rush, scheduled for September 16–18 during lunch, and were encouraged to have students explore clubs and opportunities to become involved on campus.
- **Bridge Buddies Program** – Information was shared about Bridge Buddies, a peer program that connects students of varying English proficiency levels through weekly activities and games. The program helps students make friends, practice English, and feel more comfortable and connected at school.
- **Resources for Families** - School Community Facilitator Iryna Bilova shared information about the upcoming College & Career Fair, where students and families can connect with college, university, and international school representatives and learn about

career technical education, financial aid, NCAA eligibility, dual enrollment, and other college and career opportunities.

V. Questions/Comments/Evaluations

Families were given an opportunity to ask questions, provide comments, and share feedback. Parents expressed appreciation and thanked the school and staff for their work, support, and the information provided during the meeting. No additional questions or concerns were raised.

VI. Adjournment

The meeting was adjourned at **10:00 AM**. Families were thanked for their participation and continued partnership. The next ELAC meeting is scheduled for December 8, 2026.

Minutes submitted by: **Iryna Bilova, SCF**