



English Learner Advisory Committee (ELAC)

Meeting Notes/Minutes

November 3, 2021

6:30 pm

Minutes –

- I. **Meeting Started:** (Meeting started at 6:40PM)
- II. **Welcome/Introductions** (Dr. Burgos introduced herself to the team and asked for participants in the meeting to introduce themselves.)
- III. **What is ELAC?** (Dr. Burgos explained what is ELAC to the group. To provide parents of English learners the opportunity to participate in the school's needs of assessments of students, parents, and teachers. To also advise the principal and school staff of the school's program for English Learners. Dr. Burgos asked group for feedback.)
- IV. **Elections of President, Vice President, and Secretary** (Dr. asked at the meeting if anyone wanted to volunteer to be the ELAC President, Vice President and Secretary-- No one volunteered. Dr. Burgos moved on to next item on the agenda)
- V. **Needs Assessment Survey** (Dr. Burgos explained the needs assessment to the group. Dr. Burgos shared with the group to submit the needs assessment survey as soon as possible. Question was asked if the needs assessment survey could be returned either electronically or hand delivered to the site. Dr. Burgos explained which ever method would be easier for the person. It was decided that submitting



the assessment survey would be easier electronically submitted to the school.)

VI. Explanation of ELAC and Reclassification

- (Dr. Burgos explained the reclassification process and ELPAC to the group -
- To provide parents of English learners the opportunity to:
 - 1. Participate in the school's needs assessments of students, parents, and teachers.
 - 2. Advise the principal and school staff on the school's program for English Learners.
 - 3. Provide input on the most effective ways to ensure regular school attendance.
 - 4. Advise the Parent Advisory Committee on the development of the LCAP goals and LCP as it pertains to English Learners.
- English Language Proficiency Assessment for California
- November is the month designated for the reclassification of any English language learners who have met the criteria to be reclassified.
- Steps for reclassification –
 - ELPAC Overall Level 4 with no subtest in written or oral language below a level 3
 - NWEA Reading Score of 207 or higher
 - 5 ELA/ELD credits with a “C” or better for the year.

VII. What is the WASC Process?

Dr. Burgos explained the WASC process. For more details see powerpoint

VIII. Distance Learning and School Seat Time by appointment – Dr. Burgos

explained to the group the importance of student coming to school on the days and times of their supervising teacher.

IX. Next Meeting: __ (will be scheduled for February 2022)

X. Meeting Adjourned: _ (Meeting ended at 7:10 pm)