

## AVI ELAC Minutes - 9/5/24

### **Welcome and Introductions - (Angelique Sims/Yesenia Hoang)**

- Angelique Sims – Principal Los Angeles
- Yesenia Hoang – EL Coordinador, Los Angeles Region
- Alice Johnson - AP High Desert
- Adam Ramirez – Principal East LA
- Colin Opseth – Director of Federal and State Programs
- Minerva Clayton – Principal, AV Innovation

### **Approval of Minutes - (Angelique Sims/Yesenia Hoang)**

- Colin Opseth, Approve
- Minerva Clayton, second

### **Description of ELAC - (Angelique Sims/Yesenia Hoang)**

- A school-level committee composed of parents, staff, and community members designated to advise school officials on English learner programs and services.
- ELAC is a legal requirement
- Each California public school with 21 or more English Learners must form an English Learner Advisory Committee (ELAC).
- Parents or guardians of English learners shall constitute at least the same percentage of the ELAC membership as their children represent the student body.
- ELAC provides written recommendations to the school regarding programs and services for EL students and the use of funding to support their academic needs.
- ELAC also serves to provide information and training to parents regarding the education of students who are English Learners.
- The purpose of the ELAC is to advise the principal, school staff, and the SSC on the programs and services for English learners.  
So, for ELAC to advise well, committee members must be well informed about their legal duties and about other EL topics at the school.
- The school must ensure that ELAC understands how to function as an advisory committee
- Advising the principal and staff in the development of a site plan for English learners and submitting the plan to the School Site Council for consideration of inclusion in the School Plan for Student Achievement.
- Assisting in the development of the school-wide needs assessment.
- Establishment/Review of LEA's program, goals, and objectives for programs and services for English learners.
- Review and comment on the LEA's reclassification procedures.
- Ways to make parents aware of the importance of regular school attendance
- Review and comment on the development or annual update of the Local Control and Accountability Plan (LCAP).

### **Description of ELAC Committee Members - (Angelique Sims/Yesenia Hoang)**

- Perform the specific duties of your elected office
- Attend agenda planning meetings
- Include English Learner accountabilities and data on every ELAC agenda
- Vote on and present written recommendations to the school
- **Chairperson**
  - Preside over all committee meetings
  - Assist in planning the agenda
  - Ensure all rules and bylaws are followed
  - Follow Robert's Rules of Order
  - Ensure that minutes are properly recorded
- **Vice Chairperson**
  - Represent the chairperson in his/her absence or in assigned duties
  - Participate in agenda planning
  - Assist the chairperson as requested
- **Secretary**
  - Keep minutes of all regular and special call meetings
  - Transmit accurate copies of the minutes of all meetings to members
  - Assist with general communication to members
  - Keep contact information as provided only by the members
  - Participate in agenda planning

**Election of Chairperson, Vice Chairperson - (Angelique Sims/Yesenia Hoang)**

- No volunteers at this time

**Needs Assessment Survey (Angelique Sims/Yesenia Hoang)**

- Parents/guardians given QR code to scan and fill out needs assessment survey.

**CA Community Schools Partnership Program CCSPP – (Colin Opseth)**

- 2.3m community schools grant to be used in the next 5 years
- The California Community Schools Partnership Program (CCSPP) supports schools' efforts to partner with community agencies and local government to align community resources to improve student outcomes.
- The benefit of the partnership program is to build relationships between the school, it's students and the surrounding community in effort to foster a sense of belonging, which can help reduce isolation and improve the well-being of students and teachers.

**LCAP - (Colin Opseth)**

- The LCAP is a tool for local educational agencies to set goals, plan actions and leverage resources to meet those goals to improve student outcomes. It is a 3-year plan that describes the goals, actions, services and expenditures to support positive student outcomes that address state and local priorities.
- The components of the LCAP are:
  - LCFF Budget Overview for Parents.
  - 2023-24 LCAP Annual Update

- Plan Summary
- Engaging Educational Partners
- Goals & Actions
- Increased and Improved Services for Foster Youth, English Learners and Low-Income Students
- Action Tables
- Instructions
- California Education Code (EC) sections 52065 and 47606.5(i) require that all LCAPs approved by the governing board or body of the LEA be posted on the homepage of the school's website.

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**Ideas for next ELAC Meeting – (Angelique Sims/Yesenia Hoang)**

- Next meeting to be held on 10/24/24
- If no suggestions at this time, normal agenda including data

**Adjournment of ELAC – (Angelique Sims/Yesenia Hoang)**

- Meeting adjourned 5:40pm