**English Learner Advisory Committee (ELAC) Meeting - MINUTES & Advice Form**

**Date:** Thursday, February 23, 2023  **Time:** 8:00am HYBRID

### Legal Task(s) and Training(s) Covered:
Check all that apply:

- [x] the development of a site plan for English Learners and submitting the plan to the School Site Council (SSC) for consideration of inclusion in the School Plan for Student Achievement (SPSA).
- [ ] the school’s efforts to make parents aware of the importance of regular school attendance.
- [x] Assist in development of a schoolwide needs assessment

### Meeting was called to order at

**8:05am**

### List participants present:

Javier Gonzalez, Gail Hall, Keying Deng

### Minutes from January 11, 2023 meeting were read and approved or corrected (choose one) by

ALL approve

### Legal Task Addressed:

**Assist in development of a schoolwide needs assessment**

### Training and Information Session

**Discussion:**

- Notes: PowerPoint presented by Hall
- Classroom teacher appreciates that El students are integrated into regular classes rather than contained in a single newcomer classroom. The students can use their translators to assist in class.
- Hall shared the assessment survey that was sent out last year: [https://forms.gle/LYEFGEsyyzeThRLH8](https://forms.gle/LYEFGEsyyzeThRLH8) same survey will be sent this week to all current EL families

### Other School Topics to Be Addressed:

- Notes: continue to be concerned about lack of parent participation. Hall has emailed and send messenger phone calls. This week handed a hardcopy flier to EVERY EL students. Still no parents were able to come. ELPAC questions answered regarding when students take ELPA. Yearly in February until reclassified to fluent English Proficiency

### DELAC Report from February 2 2023 DELAC General Meeting

**Notes:** Review the agenda from February 24, 2023

[https://docs.google.com/document/d/1hOCqMI-3bAM1_-_TzcR60Fk8AcPTjYrstUf8pmCH1aso/edit](https://docs.google.com/document/d/1hOCqMI-3bAM1_-_TzcR60Fk8AcPTjYrstUf8pmCH1aso/edit)

### ELAC Advice to Site/Administration regarding Legal Task

**Assist in development of a schoolwide needs assessment**

**Notes:** Continue with current ELD and ALD classes

### Meeting was closed at 8:45 am

**Notes:** Next meeting will be April 12, 2023 at 8 am