North Verdemont Elementary
ELAC Minutes
April 13th, 2023

I. Call to Order and Welcome:
The meeting was called to order by Ms. Hill at 3:48pm

II. Roll Call:
Present: Ronda Hill, Valerie Reynoso, Kiara Garcia, Maria Sandoval, Araceli Plesencia
Absent: Kimberly Robel
Quorum Met: Yes (5 out of 5 members Present)

III. Reading and Approval of Minutes
Reading of Minutes from April 21, 2022

IV. Committee Reports:
DAC: No report available
DELAC: No report available
DAAAC: No report available

V. Old Business: None

VI. New Business:

A. Review Membership Election and the Composition of English Learner Advisory Committee:
Ms. Hill announced the results of the ELAC Membership Election. The following 5 parents/community members/staff members were elected as follows:

Maria Sandoval (parent) with 5 votes

Ronda Hill (staff) with 5 votes

Kiara Garcia (staff) with 5 votes

Valerie Reynoso (staff) with 5 votes

Araceli Plasencia (parent) with 5 votes

Two members elected are parents of English Learners and thus we meet the requirement that the membership of the English Learner Advisory Committee shall include parents of English language learners in at least the same percentage as EL students at the school.

B. Election of Officers within ELAC Membership:
Discussion of the position for President was held along with a description of the responsibilities. Maria Sandoval was nominated by Aracele Plasencia. A unanimous vote was held and all were in favor of Maria Sandoval for President.

Discussion of the position for Vice-President was held along with a description of the responsibilities. Aracele Plasencia nominated herself.. A unanimous vote was held and all were in favor of Araceli Plasencia for Vice-President.

Discussion of the position for Secretary was held along with a description of the responsibilities. Ronda Hill nominated herself. A unanimous vote was held and all were in favor of Ronda Hill for Secretary.

C. Election of District English Learner Advisory Council (DELAC) Representative and an Alternate:
The position of the DELAC Representative and Alternate was presented. Maria Sandoval nominated herself to the position of DELAC Rep. A unanimous vote was held and all were in favor of Maria Sandoval for the position of DELAC Rep.

D. Presentation of Universal Complaint Procedures:

A physical copy of the Uniform Complaint Procedure (UCP) was presented in English and Spanish. The handout covers the laws, programs, and bases upon which a complaint may be filed. It also includes a complaint timeline and process for appeals. Ms. Hill reviewed the Uniform Complaint Procedure and explained that it is a required procedure for filing complaints. It is important to provide parents the process by which assistance may be obtained in the event that they should have a conflict with their school. Ms. Hill also explained the importance of giving school administration the opportunity to address concerns. Ms. Hill stressed the desire of North Verdemont Elementary to resolve any issues that may arise. Ms. Hill asked if there were any questions or concerns. There were none.

E. Distribution Of Bylaws:

All members and guests were presented with the ELAC Bylaws at this meeting. Ms. Hill mentioned that the Bylaws should be reviewed before the next meeting in order to provide input, discussion, and approval.

F. ELAC Responsibilities:

The ELAC responsibilities were presented by Ms. Hill. Each of the responsibilities were explained. There are 4 responsibilities that ELAC is responsible for completing during this year. Ms. Hill asked if there were any further questions or comments. There were no further questions in regards to the ELAC responsibilities.

G. Review 202302024 SPSA Section 1: Needs Assessment

Ms. Hill presented the total number of English Learners at North Verdemont Elementary. Section 1: Needs Assessment of the 2023-2024 SPSA, as it relates to English Learners was presented and reviewed to all those in attendance. Ms. Hill asked if anyone had input, feedback, or recommendations in regards to Section 1: Needs Assessment of the 2023-2024 SPSA. There were no questions or comments.

2023-2024 Section 1 SPSA - EL Needs Assessment

What's Effective	What Has Been Not Effective
• **100% of English Learner students were assessed (initials/summative) on the ELPAC state assessment.** • Se evaluó al 100% de los estudiantes aprendices de inglés (iniciales/sumativa) en la evaluación estatal ELPAC. • **100% of students were assessed on the district NWEA assessment.** • El 100% de los estudiantes fueron evaluados en la evaluación NWEA del distrito. • **Thorough student assessments and analysis assisted in the placement of student intervention groups.** • Evaluaciones y análisis exhaustivos de los estudiantes ayudaron en la colocación de grupos de intervención de estudiantes.	• **The site has had difficulty establishing an ELAC. Nominations were sent out at Open House, a continuous link posted on school's website, EL parents were emailed, and phone calls took place from beginning of year until January 31, 2023. The parent liaison will continue to make contact with parents of English Learners in an attempt to build an ELAC.** • El sitio ha tenido dificultades para establecer un ELAC. Las nominaciones se enviaron en la Casa Abierta, se publicó un enlace continuo en el sitio web de la escuela, se envió un correo electrónico a los padres de EL y se realizaron llamadas telefónicas desde el comienzo del año hasta el 31 de enero de 2023. El enlace de padres continuará en contacto con los padres de los estudiantes de inglés en un intento de construir un ELAC.

H. Review 2023-2024 SPSA EL Plan Section 2: English Learner Goals; Section 3: LCAP

Ms. Hill displayed and reviewed Section 2: Goal 3 English Learners, as well as Section 3: LCAP Action Plan found in the 2023-2024 SPSA, as it relates to English Learners. Ms. Hill explained the Professional Development section of the EL Plan and informed the committee of the ELD strategies used. She further explained that there are computer accessories, manipulatives, graphic organizers, highlighters, etc, available.

English Learner Plan - SPSA Section 2: English Learners Goal 2023-2024

GOALS	
ELPAC Increase the percentage of English Learner students making progress toward English proficiency by 3 % moving from 80 % to 83 %, as measured by the 2022 ELPAC assessment.	**RECLASSIFICATION** Increase the percentage of English Learner students being reclassified by 4 %, moving from 26 % to 30 %.
ELA Increase CAASPP ELA distance from standard by 4 points moving from -12 distance from standard to -8 distance from standard, as measured by the CA Dashboard.	**MATH** Increase CAASPP Math distance from standard by 4 points moving from -49.5 distance from standard to -45.5 distance from standard, as measured by the CA Dashboard.
ATTENDANCE Increase the ADA percentage of English Learners by 1 % moving from 92 % to 93 %.	**CCI** Increase the percentage of English Learners designated as prepared by n/a % moving from n/a % to n/a %.
HIGH SCHOOL GRADUATION Increase the percentage of English Learners graduating from high school by n/a % moving from n/a % to n/a %.	**A-G** Increase the A-G Completion percentage of English Learners by n/a % moving from n/a % to n/a %.

OBJETIVOS	
ELPAC Aumentar el porcentaje de aprendices de inglés que están progresando hacia el dominio del inglés en un 3% pasando de 80% a 83%, conforme a las evaluaciones ELPAC de 2022.	**RECLASIFICACIÓN** Aumentar el porcentaje de aprendices de inglés reclasificados en un 4%, pasando del 26% al 30%.
ELA Aumentar la distancia de CAASPP ELA del estándar por 4 puntos moviéndose de -12 puntos de distancia del estándar a -8 puntos de distancia del estándar, como es medido por el Tablero de información escolar de CA.	**MATEMÁTICAS** Aumentar la distancia del estándar en Matemáticas CAASPP en 4 puntos pasando de -49.5 distancia del estándar a -45.5 distancia del estándar, como es medido por el Tablero de información escolar de CA.
ASISTENCIA Aumentar el porcentaje ADA de aprendices de inglés en un 1% pasando del 92% al 93%.	**CCI** Aumentar el porcentaje de aprendices de inglés designados como preparados en un n/a% pasando de n/a% al n/a%.
GRADUACIÓN DE LA ESCUELA PREPARATORIA Aumentar el porcentaje de aprendices de inglés que se gradúan de la preparatoria en unn/a% pasando de n/a% a n/a%.	**A-G** Aumentar el porcentaje de finalización de materias A-G para los aprendices de inglés en un n/a% pasando de n/a% a n/a%.

English Learner Plan - SPSA Section 3: LCAP Action Plan 2023-2024

Strategies

Resource Teacher

- Coordinates, facilitates, and administers state, federal and local assessments to provide specific data for targeted instruction based on student needs.
- Coordinate and facilitate parent activities such as, ELAC, workshops/training, etc. to increase parent capacity.

Resident Subs

- Provide support and small group intervention to students, including English Learners to assist with student academic needs.

Estrategias

Profesora de Recursos

- Coordina, facilita y administra evaluaciones estatales, federales y locales para proporcionar datos específicos para la instrucción específica basada en las necesidades de los estudiantes.
- Coordinar y facilitar actividades para padres como ELAC, talleres/capacitación, etc. para aumentar la capacidad de los padres.

Subs Residentes

- Brindar apoyo e intervención en grupos pequeños a los estudiantes, incluidos los estudiantes de inglés, para ayudar con las necesidades académicas de los estudiantes.

Ms. Hill asked for input, feedback, and recommendations. There were no comments or questions.

VII. Public Comment:

Ms. Hill asked for public comments. Ms. Hill mentioned that the next ELAC meeting would be held on May 17th, 2023 and reminded the council to please review the Bylaws for approval at the upcoming meeting.

VIII. Adjournment:

Ms. Hill adjourned the meeting at 4:26 pm.