

MOUNTAIN VIEW HIGH SCHOOL  
**English Learner Advisory Committee (ELAC)**  
October 3, 2023

MINUTES

**ELAC Members Present:**

Veronica Lopez  
Alin Nube  
Maria Mendoza  
Andrea Ramos  
Flor Patron

Ia Mejia  
Ana Banuelos  
Gabriela Brito  
Mayra Garcia

**ELAC Members Absent:**

**Others Present:** Dr. Christopher Lewis, Mr. Mario A. Flores, Mr. Jose Banas, Sonia Hernandez, Mirna Contreras, Edith Alvarado

1. Sign-in and Welcome

Dr. Christopher Lewis, called to order at 5:05 pm and he welcome the members that were present to the meeting.

2. Approval of the Agenda

Motion to approve: **Ms. Andrea Ramos** moved to approve the agenda.

Second: **Ms. Ia Mejia** seconded the motion.

Vote: 7 approved, 0 against, 0 abstained ( 7 members present)

3. Approval of the April 6, 2023 minutes.

Dr. Christopher Lewis, asked the members to review the agenda.

Motion to approve: **Ms. Ana Banuelos** moved to approve the minutes.

Second: **Ms. Mayra Garcia** seconded the motion.

Vote: 8 approved, 0 against, 0 abstained ( 8 members present)

Compliance Item(s)

4. ELAC Election Results [I-EL 01 (1a)] and establish correctly constituted ELAC [I-EL 01 (1b)]

Dr. Lewis showed the committee the results of the election and also showed them the percent needed to represent EL parent in the committee. This year we have 4 out of 9 members that are EL parents which equals to 44%, and we only needed a minimum of 31%.

5. ELAC Leadership Training [I-EL 01 (1e)]
  - a. Committee Norms, Robert's Rules of Order, and How to Make a Motion
  - b. Legal Responsibilities for ELAC

Mr. Flores showed the committee the handout in which all of the Norms, Robert Rules of Order and the How to make a motion. The committee then had a brief practice on how to make a motion. No questions were asked about this at this time.

6. Designate ELAC responsibilities to another school level advisory committee [I-EL 01 (1.2)]

The committee as a whole was in favor of not giving the responsibilities to another school level advisory committee.

7. Elect DELAC Representatives [I-EL 01 (1.3)] and ELAC Officers

The committee decided to keep all of its officers and all of their DELAC representatives the same as it was last year.

8. School's Needs Assessment: Review the Parent Survey Summary [I-EL 01 (1c) a]

Mr. Flores showed the committee the results from the Title I Parent Survey. He told the parents that the reason that the numbers in English and Spanish were not the same, was because the number of parent that responded in English was not the same as the parents who answer the survey in Spanish.

9. Importance of regular school attendance: Review attendance policy [I-EL 01 (1c)]

Mr. Flores showed the committee the attendance policy that the school has and also review the tardy policy sheet that the district sent over to the schools. One of the members asked why do we have to wait until the 7<sup>th</sup> tardy to start taking action with the student. We also told the committee that we would Mr. Hernandez to come to our meeting and talk a bit about the importance of attendance at school.

### **ADDITIONAL ITEMS**

10. Review/Revision of ELAC Bylaws

Dr. Lewis asked the committee to take home the Bylaws and read them so that at our next meeting we can discuss them.

11. Reports from:
  - a. DELAC:  
One of our representative told us that at the last meeting they simply gave the whole DELAC committee a special thank you for their commitment to the committee.
  - b. School Site Council (SSC)  
NO UPDATES

12. Review of School Announcements

The committee went over the announcements on their own and there were not questions or concerns at this time.

13. Meeting Evaluations and Adjournment.

Mr. Flores told the committee if they could fill out the meeting evaluation sheet and thanked them for coming to the meeting. He also told them that the next ELAC meeting would be on November 30, 2023 at 5:00 p.m.

Motion to adjourned: **Ms. Ana Banuelos** moved to adjourned

Second: **Ms. Gabriela Brito** seconded the motion.

Vote: 2 approved, 0 against, 0 abstained ( 3 members present)

The meeting adjourned at **6:21** p.m.