Emma Wilson Elementary

English Learner Advisory Committee (ELAC)

Meeting Minutes: 3/9/23

Mandated Topics: (Check the topic(s) covered)

	1. Assist in the development of school-wide need assessment.
	2. Advise the principal and staff on the school's efforts to make parents aware of the importance of regular school attendance.
x	3. Advise on the school's program for English Learners
x	4. Advise the principal and staff in the development of a site plan for ELs and submit plan to the school council for consideration of inclusion in the Single Plan for Student Achievement(SPSA)
	5. Receive training to assist members in carrying out their legal responsibilities.
	6. Elect representative(s) for the District English Learner Advisory Committee
	7. Review the Annual Notice of Uniform Complaint Procedures.
	8. Review LCAP.
	9. Review and Update Parent and Family Engagement Policy and Compact.
x	10. Other-Promoting ELAC meetings to students and families

I. **The meeting started at: 6:07 pm**

II. **MEETING MINUTES:** *Reviewed slides. Introductions of attendees. Cristi reviewed the minutes. Miriam made a motion to approve the minutes. Teresa seconded. All in favor and motion approved. Cristi shared the district Uniform Complaint Procedures document translated in Spanish (as discussed at last meeting) and thanked CUSD for doing the translation for the document. Cristi reviewed the SPSA funding goals-specifically items related to English Learners and led a discussion with the group regarding input/suggestions. Notes can be found on the Input document. Miriam made a motion to approve the Input document. Nayeli seconded. All in favor and motion approved. Cristi and Courtny will share the input at the next School Site Council meeting. Cristi and Teresa shared ELPAC testing data and progress of testing schedule.*

III. **ELAC Discussion/Recommendation:** *Discussed the upcoming LCAP meetings and District English Learner LCAP meeting dates.*

IV. **DELAC report:** *Parents were encouraged to attend the upcoming LCAP meetings and District English Learner LCAP meeting dates.*

V. **Non-Agenda Items (Public invite of items not listed):**

VI. **Announcements:** *Team thanked all parents for attending. Reminder of next LCAP and DELAC meetings.*

The meeting was adjourned at: 6:34 pm *Nayeli made a motion to adjourn.. Miriam seconded. All in favor and motion approved.*