



# English Learners Advisory Committee (ELAC)

ELAC Chair: Norma E. Avila

February 12, 2024

10:00 am

Palomar High, Room 12

## Hybrid Meeting Minutes

- Join meeting via [Zoom Meeting](#) ID: 857 9514 5539
- Check-in & ask questions about the agenda to ELAC Chairperson
- Review Agenda & Minutes
- ELAC representatives
- Visitor/staff sign-in
- ELAC meetings are recorded

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| <b>1. Call to Order &amp; Opening</b> <ul style="list-style-type: none"><li>▪ Welcome</li><li>▪ Introductions</li></ul>                                                                                                                  | <ul style="list-style-type: none"><li>■ Meeting called to order at 10:12 am</li><li>■ Mrs. Cole introduced herself as CIS coordinator and EL Resource Teacher, Ms. Reid introduced herself as Community Relations Facilitator and ELAC Chair Norma Avila was introduced to our other parent who attended, Alejandra Miranda.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| <b>2. Meeting Ground Rules &amp; Protocol</b> <ul style="list-style-type: none"><li>▪ Meeting ground rules</li></ul>                                                                                                                     | <ul style="list-style-type: none"><li>■ Mrs. Cole covered the rules and protocol used during today's meeting, Robert's rules of order.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>3. Agenda approval</b> <ul style="list-style-type: none"><li>■ Establish quorum (minimum 2 ppl).</li><li>■ Approval of Agenda for February 12, 2024</li><li>■ Minutes from last meeting on <a href="#">December 7, 2023</a></li></ul> | <ul style="list-style-type: none"><li>■ Quorum established by attendees</li><li>■ Ms. Avila makes a motion to approve the agenda, Ms. Miranda seconds, motion passes.</li><li>■ Ms. Miranda makes a motion to approve the minutes from the last meeting, Ms. Avila seconds, motion approved.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| <b>4. Advisement to the EL Program</b> <ul style="list-style-type: none"><li>■ EL Team</li><li>■ <a href="#">ELPAC testing</a></li></ul>                                                                                                 | <ul style="list-style-type: none"><li>■ Mrs. Cole explains what the EL (English Learner) program entails at Palomar High School.<ul style="list-style-type: none"><li>○ we do not have bilingual classes, but we do have a team of 5 EL support teachers who work as a team. They are the ones that monitor the progress of our EL population.</li></ul></li><li>■ Mrs. Cole moves on to explain what the ELPAC is testing and what it aims to accomplish.<ul style="list-style-type: none"><li>○ Re-Classification: Reclassification is the process whereby a student is reclassified from English learner (EL) status to Fluent English Proficient (RFEP) status.</li><li>○ The students are tested on Reading &amp; Writing, which they do via a computer. Their conversational skills are tested one-on-one..</li></ul></li></ul> |



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|                                                                                                                  | <ul style="list-style-type: none"><li>○ The ELPAC is a summative assessment that evaluates student learning at the end of an instructional unit by comparing it against some standard or benchmark.</li><li>○ There are 4 levels of ELPAC scoring:<ul style="list-style-type: none"><li>■ 50% of that score comes from the Oral Language Portion (Listening &amp; Speaking) and is measured from Level 1-4</li><li>■ The other 50% is from the Written Language Portion (Reading &amp; Writing) and is measured from Level 1-4</li><li>■ The ELPAC score levels of 1-4 cover a range of points from 1150 to 1800.</li></ul></li><li>■ ELPAC testing will start on February 14th, 2024 and finish May 31st, 2024. This is the allotted time frame to test our EL students.</li><li>■ Ms. Cole announces that we reclassified 2 students last year, Rodrigo Hidalgo and Edson Gomez Luevano.</li></ul>                                                                                                                                                                                                                                                                         |
| <b>5. Evaluation of SPSA</b> <ul style="list-style-type: none"><li>■ <a href="#">Budget Allocation</a></li></ul> | <ul style="list-style-type: none"><li>■ Ms. Cole gives the update for Section 1.3.9, the technology section for Title I, that Nurse Julie left behind an iPad that can be refurbished and used for SmartPass monitoring. It has not yet been used since the campus assistants are currently substitutes and are not in the system. She is thinking of letting them use her login for now but worries that the iPad has no protective case.</li><li>■ Moving on to Section 1.3.10, Ms. Cole says there are pending licenses that the district has not yet paid. The accounting department is currently having difficulties with paying the vendors. The vendors are allowing teachers to use their products while waiting to get paid, but Ms. Cole is afraid that those products will not be available next year due to nonpayment.</li><li>■ Ms. Cole says there is plenty of money for Section 3.2.4 parent training, and she is discussing with ASB advisors about having a job fair for students and parents. Ms. Garrett has stated that having the fair in the afternoon will allow students and their parents to come, as well as employers and recruiters.</li></ul> |
| <b>6. Announcements</b>                                                                                          | <ul style="list-style-type: none"><li>■ President's Weekend-February 16-19</li><li>■ Next Progress report February 23, 2023.</li><li>■ Next ELAC Meeting in May (Room 12)</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |



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| 7. Public communication.  | ■ Minutes will be available on our school website:<br><a href="https://pah.sweetwaterschools.org/">https://pah.sweetwaterschools.org/</a> |
| 8. Open Forum (Questions) | ■ No questions or items were discussed                                                                                                    |
| 9. Adjourn meeting        | ■ At 11:04 am                                                                                                                             |

*Please note the following meeting dates:*

### Legal requirements: Training

|                                                                                           |                                                                                |                                                                                           |
|-------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------|
| 1. ELAC Committee: Requirements Roles and Responsibilities.<br><b>Date Met 08/24/2023</b> | 2. Advisement to EL Program<br><b>Date Met 02/12/2024</b>                      | 3. Elections (DELAC Rep. required).<br><b>Date Met 08/28/2023</b>                         |
| 4. Advisement to the Development of SPSA.<br><b>Date Met 12/7/2023</b>                    | 5. Advisement to Importance of School Attendance<br><b>Date Met 08/24/2023</b> | 6. Advisement to the Development of School Needs Assessment<br><b>Date Met xx/xx/xxxx</b> |

cc: Board of Trustees' Office, Superintendent's Office, Maria Esther Lizarraga, Principals, CIS/Coordinators of Integrated Services.

*Norma E. Avila*

Chair Person

*Iliana Cole*

School Designated Representative