



SANTA MONICA - MALIBU UNIFIED SCHOOL DISTRICT

English Learner Committee (ELAC)

Roosevelt Elementary ... 1 / 28 / 2025

Members present:

- 3 parents/guardians, including the DELAC representative from Roosevelt (Stefanie Serrato)
- 2 Roosevelt staff – Debbie Stern, Elena Uliantzeff

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

	1. Assist in the development of school-wide need assessment.
X	2. Assist with efforts to make parents aware of the importance of regular school attendance.
	3. 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)
	4. Receives training to assist members in carrying out their legal responsibilities.
	5. Election of representative(s) for the English Learner Advisory Committee

I The meeting started at 8:40am. Spanish & Russian interpretation was made available. Notifications delivered in Spanish and English.

II MEETING MINUTES: Third meeting of the 2024-2025 school year. Previous meeting content was reviewed.

III DELAC Report: The DELAC representative, Stefanie Serrato, gave a report on the recent DELAC meeting, as well as speaking to what would be on the agenda for the upcoming DELAC meeting.

IV ELAC Mandated Topic(s): The importance of regular attendance was explained and reviewed by the assistant principal. A chart that demonstrates the impact of a few minutes tardiness or a full day over the course of 13 years was shared. Excused vs. unexcused absences were explained. Reporting an absence was reviewed.

V ELAC Discussion /Recommendation: Parents in attendance, along with the district Bilingual Liaison, suggested posting the chart on the website and sharing in future parent/community meetings.

VI Other presentation(s): Debbie Stern, AP, spoke about report cards, and shared two grade level samples for parents/guardians to see. An explanation of the different components of the report card was made. Parents/guardians asked about teachers discussing their child’s EL progress with them during conferences, or prior to receiving the report card.

VII Announcements: (Summary): Future meeting dates were shared (3/25/25).

VIII Open Forum Conversation: Introductions and further explanation of DELAC.

The meeting was adjourned at: 9:35am
 Respectfully submitted by
 Debbie Stern
 Assistant Principal

Note: Invitation sent via email one week prior to meeting, in English and Spanish, with a reminder sent by text and email 24 hours in advance of meeting. Personal outreach made to new EL families inviting them to attend the meeting.