

## English Learner Advisory Committee (ELAC) Meeting Minutes

School: McKinley Elementary School

Date of ELAC Meeting: 11/22/2024

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

<input type="checkbox"/>	1. Assist in the development of school-wide need assessment.
<input checked="" type="checkbox"/>	2. Assist with efforts to make parents aware of the importance of regular school attendance.
<input type="checkbox"/>	3. Advise on the school's program for English Learners
<input type="checkbox"/>	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)
<input checked="" type="checkbox"/>	5. Receive training to assist members in carrying out their legal responsibilities.
<input checked="" type="checkbox"/>	6. Elect representative(s) for the District English Learner Advisory Committee
<input checked="" type="checkbox"/>	7. Other- Information about EL Terms, EL Identification, reclassification, ELD instruction and more EL information

#### I. The meeting started at 9:00am

Attendance was taken. Present at the meeting was Ufuk Tuna (EL Parent), Michael Muñoz (Bilingual Community Liaison), Dr. Daniela Wiener (principal). All parents of ELs were sent an email invite, and the meeting agenda and notice was blasted to the whole community and posted on the website.

#### II. MEETING MINUTES: Prior meeting minutes were reviewed and approved.

#### III. ELAC Mandated Topic(s) :

Dr. Wiener provided a presentation about attendance policies and data on EL attendance; EL progress monitoring and the site's implementation plan which focuses on vocabulary instruction

#### IV. ELAC Discussion /Recommendation

Members did not have any questions or comments.

#### V. DELAC Report: *(The following is a brief summary of the DELAC report)*

No report Provided

#### VI. Other presentation(s)(Summary)

None

#### VII. Announcements: (Summary)

None

The meeting was adjourned at: 10:00 am

submitted by Daniela Wiener