

English Learner Advisory Committee (ELAC) Meeting Minutes

School: McKinley Elementary School

Date of ELAC Meeting: 10/10/2025

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

☐	1. Assist in the development of school-wide need assessment.
☒	2. Assist with efforts to make parents aware of the importance of regular school attendance.
☐	3. Advise on the school's program for English Learners
☐	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. Other- Presentation on Language Acquisition at Home by Dr. Amber Ankowski

I. The meeting started at 9:45am

Attendance was taken. Present at the meeting was Danielle Trussardi (EL Parent), Ufuk Trussardi (EL Parent via zoom), Andrea Padilla (Bilingual Community Liaison), Amber Ankowski (guest presenter), Dr. Daniela Wiener (principal). All parents of ELs were sent an email invite, phone invite, and the meeting agenda and notice was blasted to whole community and posted on the website.

II. MEETING MINUTES: Prior meeting minutes are posted on the website.

III. ELAC Mandated Topic(s) :

Dr. Wiener provided information on federally mandated topic (attendance), steps to take if child misses school, reviewed attendance letters, provided information on tardies and early outs, independent study. Dr DW also explained Designated ELD curriculum and instructional minutes.

IV. ELAC Discussion /Recommendation

Recommendations given by EL Parents for future meetings were: there were only two parents at this meeting, one suggestion was to offer meetings right after another school meeting to make it easier to attend both in one day.

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

No report Provided

VI. Other presentation(s)(Summary)

Amber Ankowski facilitated a presentation on the topic of Language Development and Acquisition, and how to support it at home.

VII. Announcements: (Summary)

The meeting was adjourned at: 10:45am

submitted by Daniela Wiener