Davis Joint Unified School District

**ELAC Meeting Notes**

**English Learners Advisory Committee**

**School: César Chávez Elementary**

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| **Date:** | **Time:** | **# of Parents:** |
| October 6, 2020 | 6:00 p.m. - 7:00 p.m. | 7 |
| Zoom Link: <https://djusd-net.zoom.us/j/87888966491?pwd=aXNyZ2c2YU9ORVBjdzY3dGEwTzRUZz09> |

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| **APPROVED AGENDA** |
| 1 | Welcome and Introductions |
| 2 | Public Comment |
| 3 | Approval of the Minutes from June 4th ELAC meeting |
| 4 | Explanation of ELAC and DELAC committees |
| 5 | Nomination of Candidates |
| 6 | Report on ELPAC testing |
| 7 | Distance learning EL program at Chavez this year |
| 8 | Questions/discussion |
| 9 | Adjournment |

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| **AGENDA ITEM DISCUSSIONS & ACTIONS** | **Presented by:** |
| 1 | **Welcome and Introductions**: Sra. Dunn welcomed everyone; as part of the introductions, she invited participants to share a memory from their elementary experience. | Veronica Dunn |
| 2 | **Public Comment:** Sra. Dunn asked that comments be limited to 2 minutes per person. 1. Julia Seebach and Amber Husten talked about the Environment Enrichment Program (EEP), the former garden club. Their focus is on native habitats, and environment curriculum. CCE families can “adopt” a garden space at school until school resumes in person. Their website is: <http://www.chavezeep.com>. The group has a you tube channel as well: <http://www.youtube.com/channel/UCioPhlUEojILIZlh19QWKJW>.
2. Juliette Beck: commented that outdoor education is a way to get students back to school and include EL and SPED students.
3. Agustin Antunes thanked the EEP presenters for reaching out to ELAC families to talk about their programs.
 | Veronica Dunn  |
| 3 | **Approval of the Minutes**: Sra. Dunn explained where the ELAC agendas and minutes were located on the CCE website. Minutes were approved by attendees typing “aye” or “yes” in the chat box in response to the motion. | Veronica Dunn |
| 4 | **Responsibilities of ELAC and DELAC committees** and representatives were presented by Sra. Dunn. She shared the websites from CA Dept. of Education:impact of covid on ELAC/DELAC: <https://www.cde.ca.gov/sp/el/er/elacdelacfaq.asp>; ELAC responsibilities: <https://www.cde.ca.gov/ta/cr/elac.asp>;DELAC responsibilities: <https://www.cde.ca.gov/ta/cr/delac.asp>.CCE is required to hold 3 meetings per year; this year we will also hold a kinder orientation for parents whose children are considered English Learners based on the ELPAC results. We would like to do some social activities, such as coffee after morning drop-off and end-of-year luncheon. | Veronica Dunn |
| 5 | **Nomination of candidates**: Each year at the initial ELAC meeting, attendees nominate and vote on who will assume the Secretary duties and the President duties. The secretary takes the minutes at the meeting; and the president works with staff on the agenda and meeting facilitation. Maribel Jimenez was nominated for President; she respectfully declined due to her schedule. Agustin agreed to be interim president and hold another nomination/voting process at the next ELAC meeting. Juliette Beck was nominated for secretary, at which time a vote was taken via chat function “aye” or “yes”; motion passed. There was discussion about new ways to engage parents; some ideas discussed included phone calls, phone tree, letters, and text apps. | Veronica Dunn and parents |
| 6 | **ELPAC testing update**: 16 kinders to test, testing to be completed by October 31, with letters explaining results going out to the families by November 15. We will hold the kinder orientation mid-November.  | Ann Buggy |
| 7 | **Distance Learning EL program at Chavez this year:** there are 25 current EL students K – 6th grade, more kinders will probably be added after testing. Nine of these students are eligible for reclassification. Groups will be formed and students will be invited for weekly on-line sessions in mid-November. Mrs. Buggy is checking in with students bi-weekly, and students are set up on Imagine Learning for reading books in English at their individual reading levels. If school reopens for small groups, EL groups would qualify and could be held in-person. *Mrs. Buggy also can easily move activities outside to in order to socially distance as EL students learn, including kinesthetic movements and games.* Agustin asked about the students who are followed after reclassification; EL specialists are required to follow-up on reclassified students for 4 years (currently there are 21 students at Chavez in this category).  | Ann Buggy |
| 8 | **Discussion/Questions:**1. CCE has a Facebook page and twitter account
2. Sra. Dunn wants CCE to get an app—APEX messaging. MME piloted the app and the district has asked technology to do it. Parents would be able to opt in or opt out; and it would be linked on the parent portal. Sra. Dunn is working on this as part of parent outreach.
3. Agustin asked about reading assessments for ELs. Mrs. Buggy uses Rigby to assess reading levels of students K – 2nd grade, and Benchmark levels for 3rd – 6th.
4. Some discussion about engaging parents by sending emails in parent’s preferred language. Sra. Ramos said that teachers don’t have ELs in their classes every year; most send newsletters in Spanish to parents who speak Spanish. Sra. Dunn said that there is capability to translate into 5 languages in the district. Juliette Beck thought the phone tree was a good idea, and also suggested What’s App as a way to encourage families to communicate with each other. Sra. Dunn talked about group me app and curbside pick-ups as another way for CCE families to connect.
5. Participants would like to share info from ELAC meetings with all EL families; the agenda and meetings will be posted on the CCE website under programs. *This will ensure that all ELAC families be contacted (on behalf of CCE's Environmental Enrichment Program) and offered garden beds. There are three garden beds open. Gardening brings considerable mental health and food security benefits, as well as maintaining a resilient lifeline for families to stay connected with the school. EEP is also providing free starts and gardening materials.*
 | All Participants |
| 9 | **Adjournment:** Good-byes were said and Sra. Dunn ended the meeting at 7:10. | Veronica Dunn |

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| **PARENT / ATTENDEE INPUT/COMMENTS/QUESTIONS:** |
| * Parent/Attendee input/comments/questions are embedded in the meeting notes above.
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| **LEGAL REQUIREMENTS: (Items to be discussed – enter meeting dates)** |
| ELAC Committee Roles & Responsibilities | 10/6/20 | English Learners Program, Waivers & Resources | 10/6/20 |
| Importance of Attendance | 10/6/20 | EL Master Plan | 10/6/20 |
| Annual Language Census | 1/5/21 | English Learners’ School Needs Assessment | 1/5/21 |

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| **ATTENDANCE: Check All That Apply** |
| **NAME:** | **DELAC REP** | **PARENT** | **STAFF** | **PUBLIC** |
| Maribel Jimenez |  | X |  |  |
| Julia Seebach |  | X |  |  |
| Grace Bassett |  | X |  |  |
| Agustin Antunez | Interim rep | X |  |  |
| Angeles Cedano |  | X |  |  |
| Juliette Beck |  | X |  |  |
| Amber Husten |  | X |  |  |
| Melody Law Ewey |  | X | X |  |
| Veronica Dunn |  | X | X |  |
| Mayra Ramos |  | X | X |  |
| Ann Durant-Buggy |  |  | X |  |
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| *Sign-In Sheet Available Upon Request.* |  |  |  |  |