

ELAC

English Learners Advisory Committee

School: Cesar Chavez Elementary

Date:	Time:	# of Parents:
January 30, 2024	8:30 am – 9:30 am CCE – New MPR	4

AGENDA	
1	Welcome and Introductions
2	Public Commentary
3	Approval of the Minutes from the last ELAC meeting on 10-3-2023
4	Importance of attendance
5	EL Pathway and Program Update
6	English Learners Site Needs Assessment, explanation
7	EL Site Needs Assessment, parent input, and data collection
8	Questions?
9	Adjournment

AGENDA ITEM DISCUSSIONS & ACTIONS		Presented by:
1	<p>Welcome and Introductions: Ellie Payne, EL Specialist, welcomed attendees and requested introductions. Attendees: - Lizbeth Buriel, DELAC representative and ELAC chair, and parent of a kinder and third-grade student - Two kinder parents were present: Sr. Delgado and Sra. Lopez - Veronica Dunn, principal of CCE and parent of four children - Lizette Ortiz, a parent and counselor at CCE of kinder and second-grade student - Diana Loza-Alatorre, reading specialist two toddlers - Interpreters Maria Leyva and Ximena Diez-Jackson facilitated communication.</p>	Veronica Dunn/Ellie Payne/Lizbeth Buriel
2	Public Commentary	
3	<p>Approval of the October 3, 2023 Minutes: -Diana Loza-Alatorre moved to approve the minutes and Lizbeth Buriel seconded the approved the minutes of the last meeting. Minutes are also available online.</p>	Veronica Dunn
4	<p>Importance of attendance: - Ms. Dunn emphasized the importance of attendance and mentioned that students often miss Mondays and Fridays.</p>	Veronica Dunn

	<ul style="list-style-type: none"> - CCE tries to encourage attendance on Mondays and Fridays with fun activities. For example, this year the 100th day of school falls on a Monday. - Ms. Dunn explained that students who miss more than 10% are considered chronically absent and are at risk for academic difficulties. -Supporting kinder students and families. Some attend ELOP. Those who attend will have extended learning, and if they miss, that impacts some social, not only academic. -Ms. Dunn shared the data on attendance. Our goal is for 97% of students to attend school. -Ms. Dunn explained why some students miss school. Many parents have individual reasons. Some parents rely on caregivers. Also, we are a choice school rather than a neighborhood school so transportation to and from school can impact our students. Many families are absent because of an illness. Sra. Dunn recommended calling the nurse on campus for support in deciding if students are well enough to come on campus. Sra. Dunn mentioned that we want students who are well enough to go to school, to come and we can support students at school. We want to establish routines in attendance. -Ms. Dunn also explained Independent study and how getting credit on attendance counts as being at school. Independent study is from 3-10 days, with a total of 14 days (more than one independent study). -Ms. Ortiz's (CCE Counselor) explained studies show students are happier and have great relationships with peers when they attend school regularly. - Ms. Ortiz introduced a color-coded calendar to teach the concept of time to students. The calendar is also aimed at teaching time management and task completion skills. - Ms. Ortiz also introduced morning, nighttime, and chore routine charts and offered these as a resource for families to support better attendance. She explained how to use each chart and recommended having one for each child, depending on their age. Rewards for completing tasks could be non-materialistic, like doing something fun together. A parent liked the idea and implemented a similar chart at home. Using charts can help create great habits in students. 	
5	<p>EL Pathway and Program Update</p> <ul style="list-style-type: none"> - Ms. Payne explained what stage we are on the EL Pathway chart. - Summative ELPAC will be give March- May - Reclassification ceremony will take place on March 5 for students who scored a 4 last spring and have been reclassified <p>Ms. Payne explained how students are supported through the EL program.</p> <ul style="list-style-type: none"> - Kinder students have thematic lessons - Grade 1, 2, beginning in reading and writing - Grade 3-5, depending on the level, to learn reading and writing skills 	Ellie Payne
6	<p>English Learners Site Needs Assessment, explanation</p> <ul style="list-style-type: none"> - purpose is for parent feedback to be shared during meeting and through a survey, then shared with CCE site council as well as with the district 	Ellie Payne
7	<p>EL Site Needs Assessment: parent input and data collection</p> <p>Ms. Payne prompted a collaborative conversation about what are the district EL goals and asked “What in the program works well and what needs improvement?”</p>	Ellie Payne, participants

	<p>She talked about the three areas to consider: the EL program, the classroom, and CCE overall.</p> <p>Five different EL goal areas</p> <ul style="list-style-type: none"> - How do we support SEL? in the program and in the school - ELD progress and how does that look like in and out of the classroom - academic progress overall - equity and access to resources - Partnership with parents: how are parents being involved and supported? <p>Parents input:</p> <ol style="list-style-type: none"> 1. What is working well in the classroom: <ul style="list-style-type: none"> - Parent Ms. Lopez stated the following: I like the English program. My daughter is interacting and is more comfortable with the English language. Daughter has shared that she is isolating the two languages. Change in language awareness. Has benefitted her daughter in being more bilingual. - Parent Mr. Delgado shared that he liked how ELD support is individualized. Small group setting. Has been beneficial to supporting students in English and confidence in sharing and not feeling ashamed in practicing the language. 2. What can we improve on? <ul style="list-style-type: none"> - Ms. Payne mentioned how she can support parents in feeling connected to the support she gives. - Sr. Delgado- very short amount of time both for English group and for classroom time “Con respecto funcionamiento el tiempo es muy corto no alcanza de completar la idea. Muy poquito tiempo en la clase de inglés y en la escuela.” - Sra. Lopez - She shared she also feels that the time in school is very short. discussed the benefits of learners’ short and longer days. She comes from a culture of longer school days in her home country. 3. Are there any resources you would like us to offer at CCE? <ul style="list-style-type: none"> - Ms. Payne mentioned how she introduced a Kinder newsletter to better connect school to home based on a parent request. - Ms. Buriel asked about “circulo” (take home reading) in English, like there is in Spanish - Ms. Payne clarified that 1st-3rd grade does English reading take home books (similar to circulo) but not Kinder but could consider kinder circulo English book - parent expressed the process of circulo is beneficial. - Another parent mentioned how circulo works at CCE and how it could also begin in kindergarten. 	
8	<p>Questions? See below</p>	Ellie Payne
9	<p>Adjournment at 9:40</p>	

PARENT / ATTENDEE INPUT/COMMENTS/QUESTIONS:

- DELAC representative and ELAC Chairperson Ms. Buriel spoke about the last DELAC meeting she attended and how the programs vary between schools and how Chavez has a very small EL program. She also shared how other schools create a community between parents, students, and teachers and how our site could start building a community of support between EL parents. She spoke about proposing a day that parents can have a social gathering to connect in Spring. A parent enjoyed the idea of building a community and students interacting and establishing a community. Interpreter Maria Leyva, who used to work at Chavez several years ago, shared how a community building event, a family potluck, used to happen twice a year.
- Ms. Payne shared the date of the next DELAC meeting on March 12 from 6-7:30 and said all parents are invited.
- Ms. Buriel shared information about the CCE Gala on May 7. Parents asked if it was a family event, and it was clarified it was for adults only. A parent asked if childcare would be offered and the answer was that parents would need to arrange their own childcare. Maria Leyva suggested UC Davis students as possible babysitters and Sra. Payne said several worked as interns at CCE.
- Ms. Payne asked if another hour would work better for the ELAC meeting? The parents present preferred the morning time.

LEGAL REQUIREMENTS: (Items to be discussed – enter meeting dates)

ELAC Committee Roles & Responsibilities	10/3	English Learners Program, Waivers & Resources	10/3
Importance of Attendance	1/30	EL Master Plan	TBD
Annual Language Census	TBD	English Learners' School Needs Assessment	1/30

ATTENDANCE: Check All That Apply

NAME:	DELAC REP	PARENT	STAFF	PUBLIC
Ellie Payne			X	
Veronica Dunn			X	
Lizette Ortiz		X	X	
Diana Loza-Alatorre			X	
Maria Leyva			X	
Ximena Diez-Jackson			X	
Lizbeth Buriel	X	X		
Santiago Delgado		X		
Merys Lopez		X		
<i>Sign-In Sheet Available Upon Request.</i>				