ENGLISH LANGUAGE ADVISORY COMMITTEE (ELAC) ORIENTATION/FIRST QUARTER MEETING MINUTES

Monday, September 26, 2022

11:30 AM – LMC

Purpose: Orient members to the rights and responsibilities of the English Language Advisory Committee

**Attendance:**

Melissa Holdener, GIS (Vice-Chair)

Cuihua Shi, Parent of English Learner

Sung Jun, Parent of English Learner

Heekyung Jun, Parent on English Learner

Rebecca Jackson, Teacher

Ryan O’Malley, Teacher

Hatun Zengin-Bolatkale, Parent of English Learner

Brittany Cook, Parent

Stutee Khandelwal, Parent

Juan Carlos Gonzalez, Parent

Dana Budd, Parent

Ivette Medina, Parent

Andrea Saunders, Teacher

Matt Papendorf, Principal

Eloisa Valdez, Parent

Ivette Medina, Parent

Nicole Brunnemann, Staff (Secretary)

* **Call to Order and Welcome:**

Melissa Holdener called the meeting to order at 11:30 am. She stated that a quorum had been established. She noted that all materials had been emailed out to members but also reviewed projected agenda. Holdener opened the floor for the agenda to be approved. Rebecca Jackson motioned to approve the agenda as it stands and Dana Budd seconded. All were in favor, none opposed; agenda was approved. Juan Carlos Gonzalez asked about why we have an ELAC this year since there was not one last year. Holdener explained that Copper Hills had less than 21 EL students and this year, there are currently 47 students designated as EL, including the 9 that are in the process of being redesignated.

* **English Language Advisory Committee (ELAC) Training**

Meeting materials were made available to members via email, offered to be provided to parents attending that were not elected members, and were projected for review in the meeting. Materials included agenda, bylaws, parent involvement policy, SSC/ELAC training guide, and all board policies listed on the agenda.

Holdener reviewed Robert’s Rules of Order for meetings, and described the purpose of the ELAC. SSC serves to provide input to the SPSA, assist in the budgeting/planning/implementing and evaluating of the EL program, advise site on matters pertaining to the District Master Plan, development of the school’s needs assessment, administration of the school’s language census, and to make parents aware of regular school attendance.

An ELAC member is elected to represent CH at District DELAC meetings and report back during CH ELAC meetings.

Zengin-Bolatkale wanted to know the languages and levels of the English Learner students at CH. Holdener replied that she would compile that information and sent it out to ELAC members.

Both Hatun Zengin-Bolatkale and Ivette Medina nominated themselves as co-DELAC representatives for CH. Brittany Cook motioned for Zengin-Bolatkale and Medina to serve as co-DELAC representatives. Jackson seconded. All were in favor, none opposed; Zengin-Bolatkale and Medina will co-serve as DELAC representatives.

Holdener described the offices of chairperson and vice-chairperson. A motion to nominate and elect Zengin-Bolatkale as Chairperson was made by Melissa Holdener and seconded by Khandelwal. All were in favor, none opposed; Zengin-Bolatkale will serve as ELAC Chairperson. A motion to nominate and elect Melissa Holdener as Vice-Chairperson was made by Sellenrick and seconded by Jackson. All were in favor, none opposed; Holdener will serve as ELAC Vice-Chairperson.

Holdener reviewed the components of the SSC/ELAC Training Guide, Board Policies 6020, 6174, 6171.10, 1312.3 and 1312.4.

**Review of the School Plan for Student Achievement**

Holdener explained the purpose of the SPSA and the current goals, along with the proposal of additional goals, including a goal for reclassifying EL students. Public comment from Zengin-Bolatkale and Khandelwal regarding the addition of a social-emotional goal. Juan Carlos Gonzales commented on services that could be used to obtain measurable data for this goal. Discussion occurred about using measurable data for all goals.

Holdener reviewed categorical funds and Page 6 Report of Scenario. Dana Budd provided explanation of State and categorical fund distribution and use.

Motion to approve Page 6 Budget was made by Andrea Saunders and seconded by Dana Budd. All were in favor, none opposed, Budget approved.

**Additional Items**

Holdener stated that she will send out a Google survey to ELAC members to determine a meeting time of 11:30 AM vs. 3:00 PM for future meetings.

**Adjournment**

A motion to adjourn the meeting was made by Holdener, seconded by Sellenrick. All in favor, none opposed. Meeting was adjourned at 12:25