

**ELAC Meeting Minutes
February 18, 2021**

- 1.0 Meeting called to order at 4:30 pm.** Dr. Gann opened the meeting at 4:30 pm, welcoming and thanking all guests for attending the ELAC meeting. Gann also reviewed the meeting agenda.
- 2.0 Roll Call 4:33pm–** Dr. Gann asked parents to sign in to record attendance. Gann included a link in the chat box which parents used to sign a virtual attendance log and informed attendees that everyone who signed in would be entered into the raffle drawing. A total of 6 parents attended the virtual meeting as indicated by the responses on the attendance log. The following Chavez staff members were also present for the meeting: Justin Gann, Assistant Principal, Claudia Solis-Lopez, EL Coordinator, Julie Larocque, ELD teacher, and Kimberley Hughes, Program Specialist.
- 3.0 Reading and Approval of minutes 4:36pm–** Dr. Gann showed the guests where they can view the meeting minutes from the prior meeting on the school website. Dr. Gann displayed and reviewed the December meeting minutes. A motion was made to approve the meeting minutes by Ms. Albor and a second of the motion was made by Ms. Solis-Lopez.
- 4.0 Reports 4:41**
 - 4.1.** School Site Council – Dr. Gann shared details from the last school site council meeting.
 - 4.2.** DELAC – Ms. Albor shared details of the prior DELAC meeting.
- 5.0 Old Business 4:45 Elections –** Dr. Gann shared that Ms. Leticia Albor was officially voted in as President of ELAC, with 13 votes, and that a vacancy for vice-president was now open, and that nominations would be taken at any time. No nominations were provided.
- 6.0 New Business 4:47**
 - 6.1.** ELPAC – Ms. Solis discussed ELPAC testing. She shared that students were currently testing in reading, writing, and listening, and that students would begin the speaking portion of the exam next week.
 - 6.2.** School Plan for Student Achievement – Dr. Gann reviewed the school SPSA. He reviewed the included data, goals, and funding allocations, along with recent revisions that were going to the board for approval. He reminded the ELAC that they are able to advise the principal and staff in the development of a site plan for English Learners and that any plans can be submitted to the school site council for consideration and inclusion into the SPSA.
 - 6.3.** Needs Assessment – Dr. Gann shared a needs assessment survey and proposed questions to be included in the survey. The questions regarded how the school can better serve our parents as well as what services are needed to better support our students. Dr. Gann welcomed any input regarding the survey and asked if there were any questions that the ELAC would like to include in the survey. No responses/input from ELAC were provided.
 - 6.4.** CABE – Dr. Gann informed ELAC that upon board approval, the school was planning on sending a limited number of parents to the virtual California Association for Bilingual Education.
- 7.0 Public Comments 5:10 –** An open forum for comments was held. Dr. Gann asked again if anyone had suggestions or comment regarding the SPSA and Needs Assessment. He also asked if anyone had any general comments or questions. No questions or comments were made by those who were present.

8.0 Announcements 5:12

8.1. Dr. Gann announced the next ELAC meeting date of April 15, 2021.

8.2. Dr. Gann announced the next DELAC meeting date of March 10, 2021

8.3. Dr. Gann announced that free COVID testing was still available at Chavez as well as other schools around the district.

8.4. Raffle winners were announced by Ms. Larocque: Andy Marin, Yoltzin Landaverde, Jaime Martinez Garcia

9.0 Adjournment 5:20

9.1. Dr. Gann adjourned the meeting