

December CalOPS ELAC Meeting Minutes

[Taylor Moreno] 12:04:10

Hello, hello, welcome.

[Taylor Moreno] 12:04:15

Welcome to our English learner advisory committee meeting. Thank you for being here today.

[Aya] 12:04:26

Hello. Nice to meet you.

[Leticia Barcenas] 12:04:28

Hello.

[Taylor Moreno] 12:04:28

Hello.

[Taylor Moreno] 12:04:32

Nice to meet you as well.

[Taylor Moreno] 12:04:36

All righty.

[Leticia Barcenas] 12:04:37

So glad that you came. Thank you.

[Aya] 12:04:40

Thank you so much.

[Taylor Moreno] 12:04:44

Yes, and I believe we will have more parents. Filtering in throughout our time today, but since it is about 1205, we will go ahead and get started.

[Taylor Moreno] 12:04:56

So we, all right. Sounds good. And we have the agenda here that I'm going to put in the chat just in case.

[Aya] 12:04:56

Okay. Okay

[Taylor Moreno] 12:05:08

And, I'm going to just change the settings here.

[Taylor Moreno] 12:05:15

There we go. So if you refresh that link should work. And then we'll also, we do have access to the slides as well.

[Taylor Moreno] 12:05:27

So I will go ahead and. Make sure we have access to that too.

[Taylor Moreno] 12:05:36

Alright.

[Taylor Moreno] 12:05:40

Okay, and then the second link here in the chat is the link to our slides for today's committee meeting.

[Taylor Moreno] 12:05:48

Okay.

[Aya] 12:05:50

Okay.

[Taylor Moreno] 12:05:51

And there are multiple ways that you parents and caretakers can participate today. And feel free to jump on the mic if you have a question.

[Taylor Moreno] 12:06:01

We also have the Q&A button. If you would like to ask a question, you can drop it into the chat.

[Taylor Moreno] 12:06:10

So feel free to add any of your thoughts or questions into the chat. We have a couple other goodies to show you today.

[Taylor Moreno] 12:06:17

Different avenues for you to provide some of your input. So keep an eye out for that.

[Taylor Moreno] 12:06:24

But for now, feel free to type in the chat. If you have any questions along the way.

[Taylor Moreno] 12:06:29

And today's hosts, I have with me, Ms. Letizia Barcinas, who is the coordinator of English language development at our school.

[Taylor Moreno] 12:06:37

And I am Taylor Moreno. I'm the high school EL coordinator teacher.

[Taylor Moreno] 12:06:45

So our meeting agenda for today, we're gonna approve the minutes from an agenda from our last meeting in October.

[Taylor Moreno] 12:06:53

We'll go over the ELAC meeting purposes. A parent collaboration board, which will be great.

[Taylor Moreno] 12:06:59

And, responsibilities and bylaws, of course. We'll go over our ELD program.

[Taylor Moreno] 12:07:05

We have a needs assessment. It's a quick Google form that we would love for parents and caretakers to provide their input on.

[Taylor Moreno] 12:07:13

We'll also give some details and statistics about chronic absenteeism and how to ensure that parents are logging attendance correctly for their child.

[Taylor Moreno] 12:07:23

How ELD works at our school and then we'll wrap up with just information about upcoming meetings and events.

[Taylor Moreno] 12:07:32

So lots of exciting stuff to go over. You can see this is our school mascot here, gig the bear.

[Taylor Moreno] 12:07:38

If any of you get the opportunity to go to one of the festivals. We You may see, gig the bear there as well.

[Taylor Moreno] 12:07:50

So we're really excited about our new school mascot.

[Taylor Moreno] 12:07:55

Okay, so, welcome. And today's ELAC meeting purpose is that all parents of all students on all school sites have a voice.

[Taylor Moreno] 12:08:06

It is the site's responsibility to provide opportunities for all parents to advise the school on services for their students.

[Taylor Moreno] 12:08:12

That's what we're doing here today. And so we schedule these meetings to provide time to discuss a evaluate and advocate for improved services for our multi-lingual learners.

[Taylor Moreno] 12:08:22

We want to assist in the development of our committee. And things also including budget recommendation and to create a structure for communication between teachers and parents so that we can support our students.

[Taylor Moreno] 12:08:35

That kind of trifecta is what we're going for here. So thank you parents, caretakers for being here today.

[Taylor Moreno] 12:08:44

So, unless there are any objections, we will move forward with approving our minutes, our notes, from our last meeting.

[Taylor Moreno] 12:08:55

There is a link here in the slides that is the second link in the chat if you just joined. I'll go ahead and drop the link to the slides one more time just in case if you need them.

[Taylor Moreno] 12:09:08

But here on this slide there is a link to the minutes. They're also translated in Spanish if you need it.

[Taylor Moreno] 12:09:14

But we will move forward with approving the minutes. I will. Put that forward if there is my co-host who can second that.

[Leticia Barcenas] 12:09:25

I will second that.

[Taylor Moreno] 12:09:27

Wonderful. Thank you.

[Taylor Moreno] 12:09:31

Okay, now I've got a fresh new link. For us to pull up. This is the ELAC parent collaboration board.

[Taylor Moreno] 12:09:40

So this is a space where you can add any questions. Concerns or suggestions that you have for us throughout this meeting.

[Taylor Moreno] 12:09:50

So. Go ahead. Got another parent joining us so exciting.

[Taylor Moreno] 12:09:56

So I'll drop this link in the chat here. If you open the most recent link in the chat, You will see that it opens this parent collaboration board.

[Taylor Moreno] 12:10:07

Now if you have a question, a concern or a suggestion, you can simply click this plus button. And type in.

[Taylor Moreno] 12:10:14

Your comments and then click publish and it will add it to the collaboration board will all where all parents are able to see each other's questions, concerns and suggestions.

[Taylor Moreno] 12:10:24

So we wanted to have this avenue for, you parents to add any questions, concerns or suggestions and so that you could all kind of collaborate in one space and so that me and Miss Barcelona have one hub where we have all of this housed.

[Taylor Moreno] 12:10:40

So trying to streamline the communication there. Across the board. And if there is a topic you would like for us to cover during one of our ELAC meetings, if it ever comes up, you can save this link, come back to it and click on this box.

[Taylor Moreno] 12:10:54

It will open up a nice Google form. Where if you would like to formally submit, which we hope that all of our parents do, this needs assessment, which is just basically you providing your input on what you think our committee.

[Taylor Moreno] 12:11:08

Might need. So if there's something that you've seen, your student struggle with that you think that they could use more support on if there's more streamlined communication that you're looking for, you can feel free to fill out this form and add any questions.

[Taylor Moreno] 12:11:23

Or anything else that you might want for us to consider to add to the ELAC meetings because this is a space for you.

[Taylor Moreno] 12:11:30

Parents. Okay? So I will just go ahead and drop the link to. This needs assessment as well.

[Taylor Moreno] 12:11:41

Okay, so this was our big push for this meeting. We wanted to give you parents you caretakers

as many avenues as possible to share your thoughts with us.

[Taylor Moreno] 12:11:51

So the needs assessment is kind of formally submitting specific topics or things that you want us to consider in future meetings.

[Taylor Moreno] 12:11:59

The parent collaboration board, we will have that up and will be checking it after the meeting for any questions, concerns or suggestions during the meeting.

[Taylor Moreno] 12:12:07

Hopefully we'll have some time at the end where we can look over this and answer some of those questions today if you have them.

[Taylor Moreno] 12:12:13

And of course, never fear, you can always put your questions or comments in the chat too. So you've got 3 avenues there.

[Taylor Moreno] 12:12:19

So just wanted to take a moment to go over, those resources for our team.

[Taylor Moreno] 12:12:28

All right, and I'm just going to quickly go over our bylaws. Since we are a committee, we do have our bylaws, our purpose.

[Taylor Moreno] 12:12:36

The section items of our membership. Officers, meeting and quorum. Amendments, the roles of officers should any parents like to put their hat in for that, you can reach out to us and let us know.

[Taylor Moreno] 12:12:53

And we also have subcommittees available if you're interested. So as of today, we are just getting our committee together, to go over some of the preliminary information about our to go over some of the preliminary information about our ELAC committee.

[Taylor Moreno] 12:13:07

We do have all of those bylaws as well as the responsibilities. So our ELAC is responsible for advising our team and how we can support our students even better.

[Taylor Moreno] 12:13:19

We're very passionate about supporting multilingual students. It is a superpower that multilingual households are able to, you know, support their students in their education and not just English, but honing in their skills from other languages that they know.

[Taylor Moreno] 12:13:35

So we want our main goal here is to ensure that these students are rising to the best of their academic capabilities and we know to do that we need to stay in touch with parents in the best ways to support them.

[Taylor Moreno] 12:13:50

So those are our responsibilities. And last meeting we did go over nominations if you do have questions about this you can reach out to us and let us know or add it to the collaboration board.

[Taylor Moreno] 12:14:02

But with that I will move on to some of our more interesting topics here. So I will be passing it to Miss Barcelona to go over the ELD program.

[Leticia Barcenas] 12:14:12

Thank you, Taylor. All right, Miss Van, can you go ahead and please go to the next slide?

[Leticia Barcenas] 12:14:18

I'm going to go ahead and discuss the ELD program. So right now we have a structured English, immersion program, model that we follow.

[Leticia Barcenas] 12:14:29

So pretty much it develops their proficiency in English as rapidly and effectively as possible. This is for RTK through twelfth grade English learners and pretty much our goal is to provide that English language development to support them in their curriculum as well in all their subject areas.

[Leticia Barcenas] 12:14:49

Pretty much. How do we support our English learners, especially in this setting? So we do have different avenues that we or different things that we implement.

[Leticia Barcenas] 12:15:03

We do have a live class for Kinder through eighth grade and then we also in our high school which Miss Taylor Moreno is part of.

[Leticia Barcenas] 12:15:13

They also have what we call an EL home room, teacher and they meet with those students.

[Leticia Barcenas] 12:15:20

So it's a little slightly different from in those great bands but it's still supporting our students.

[Leticia Barcenas] 12:15:29

Okay, next slide, please. Okay, we do have 2 different kinds of instruction. And we have what

we call designated ELD instruction, and that is live classes and support classes that focus on the 4, right, reading, speaking, writing and listening, we do try to focus our live lessons on that.

[Leticia Barcenas] 12:15:56

And really develop a vocabulary development. During that designated time. And then also provide the opportunities for our students to practice their speaking.

[Leticia Barcenas] 12:16:14

And we do tons of different reading comprehension strategies and writing. We provide targeted writing instruction. Okay.

[Leticia Barcenas] 12:16:25

And then, Miss, Martinez, I'll get to you right now.

[Leticia Barcenas] 12:16:30

So currently, these are the EL services that we offer for TK through eighth grade.

[Leticia Barcenas] 12:16:37

So for newcomers, ELD one, they meet 4 times for 30 min. And then, per week.

[Leticia Barcenas] 12:16:47

And then for ELD two's and threes. It depends. Our ELD, twos, 3 times for 30 min, and then EL 3 is 2 times, for 30 min and then our ELD 4 is come in at least once per week.

[Leticia Barcenas] 12:17:05

And high school, high school's very different. So they do also meet with their students. They meet with them via Zoom.

[Leticia Barcenas] 12:17:14

Or sometimes I hear that they also use Google Meet, so it all depends on the teacher. So, that, really depends.

[Leticia Barcenas] 12:17:22

And of course, they do attend the live lessons with their content teachers. And they also offer culture cafe, which is a beautiful opportunity for the students who go ahead and practice their listening and speaking skills.

[Leticia Barcenas] 12:17:39

And right now, elementary is starting to do something similar to Culture Cafe and they call it the lunch bunch and they do work with their kiddos for for, 30 min and they do meet during lunchtime and right now they're only doing it once, per month.

[Leticia Barcenas] 12:17:59

Okay, next slide. And then we have what we call integrated ELD and for the integrated ELD that is where the content teacher really works with the English learner student and really looks at ELD strategies to really scaffold that.

[Leticia Barcenas] 12:18:20

Content area. And that means like, for science, history, math, English. They're, scaffolding all that curriculum.

[Leticia Barcenas] 12:18:35

Do are they offering alternate portfolios, monitoring, making sure that they understand what is being taught in those content areas.

[Leticia Barcenas] 12:18:45

The, I know the EL, HOME Room, again, the EL HOME Room teachers from high school meet with their students and help them get with with their content areas because ultimately we write we want them to graduate and get their high school diploma.

[Leticia Barcenas] 12:19:05

So we really, really are trying to work with our students to really help them out and to be successful in this program.

[Leticia Barcenas] 12:19:12

Okay, next slide. And just so you know that we are, this is something new that we're implementing with our teachers on this school year.

[Leticia Barcenas] 12:19:23

We're they have what each student has what we call a student individual language plan and pretty much it's a where we document Hunts of information about our EL students, you know, what is the academic goal?

[Leticia Barcenas] 12:19:39

What what does the student want to, you know, how can we help them to be successful? So we we are really trying to get our students to be successful in this online program.

[Leticia Barcenas] 12:19:55

And I know it's really tough and so we were trying to do our best, to really, figure out what is it that we need to do to help our students to be successful in this and then having the student individual language plan really helps us out.

[Leticia Barcenas] 12:20:14

Okay. Alright, I'm gonna go ahead and take it to Taylor.

[Taylor Moreno] 12:20:21

Fabulous. Thank you so much, Miss Varsenas. Yes, so as you can see, we have a lot of supports and the way that we organize our program is really to benefit our students for high school.

[Taylor Moreno] 12:20:33

They've got that home room teacher that's checking in with them once a week and helping with them.

[Taylor Moreno] 12:20:38

With anything that they need and helping with them with anything that they need and our middle school and with anything that they need and our middle school and elementary teams have organized.

[Taylor Moreno] 12:20:43

Schedules where they're meeting with their students. So that is just wonderful and elementary teams have, organized schedules where they're meeting with their students. So that is just wonderful.

[Taylor Moreno] 12:20:52

So with that being said, we do have, as I mentioned earlier, our needs assessment. So if you have the, slides up, you can simply click this Google Forms, this purple button, and it will open up the Google form for you.

[Taylor Moreno] 12:21:01

I'm going to also drop it in the chat just in case if you need it.

[Taylor Moreno] 12:21:06

So if you could please take a moment to open this Google form.

[Taylor Moreno] 12:21:12

And this is our needs assessment. We would like your input on the needs of your English learner of your multilingual.

[Taylor Moreno] 12:21:20

You are invited to complete the survey in order to help plan a agenda items for our ELAC meetings for the school year.

[Taylor Moreno] 12:21:30

In order to help plan agenda items for our ELAC meetings for the school year, this is really going to help us.

[Taylor Moreno] 12:21:31

So I will go ahead and give everyone a couple of minutes to open. Save, begin filling it out.

[Taylor Moreno] 12:21:37

I know that you might need some time to process and think about what you would like to add to the form.

[Taylor Moreno] 12:21:42

But if you parents caretakers could make sure that you provide us some input, it will really help us with our direction of our future meetings.

[Taylor Moreno] 12:21:50

So don't don't hesitate to add any of your thoughts. To the Google form.

[Taylor Moreno] 12:21:56

So you've got multiple spaces here where you can provide your input. Okay, that is going to help us out.

[Taylor Moreno] 12:22:03

So much. So thank you for taking the time to fill out that form.

[Taylor Moreno] 12:22:08

So. I'll go ahead. And while everyone is saving that link or beginning to fill it out, I'll just go ahead and reiterate that the purpose of the needs assessment is to help us in our direction as we are responsible for assisting in the development of school wide needs.

[Taylor Moreno] 12:22:27

And also ways to make parents aware of the importance of regular school attendance as well as other topics that impact our multilingual students.

[Taylor Moreno] 12:22:35

So today we're going to be talking a little bit about what constitutes chronic absenteeism, what our statistics are for our students, and then we'll provide some resources for parents to record attendance.

[Taylor Moreno] 12:22:49

Attendance is super easy. Some of you may already know how to do it, but just in case we'll go over some resources in case you need it.

[Taylor Moreno] 12:22:54

So. Moving on to chronic abs and absenteeism. So here we have this red circle going over the statistics.

[Taylor Moreno] 12:23:06

That we are bringing to you today. We have at our school about 7.8% of students being

chronically absent.

[Taylor Moreno] 12:23:15

So we're always looking to minimize that percentage. And so this is one of the reports.

[Taylor Moreno] 12:23:23

From our California dashboard, it's a website that shows us all of our school statistics. So we do check this regularly to see how our students are doing at the school wide level.

[Taylor Moreno] 12:23:36

And this slide breaks it down so you can see here for all students we have a medium status level for chronic absenteeism.

[Taylor Moreno] 12:23:45

So these are students who either they're not submitting work and their parents are not logging attendants putting in that P for present or that N for not present depending on if the student did anything academic that day.

[Taylor Moreno] 12:23:58

Since you parents, you caretakers are the ones that are home with your students, the ones that see them every day or check in with them often.

[Taylor Moreno] 12:24:08

You know best when your student is doing academic work. So maybe for example, I'm not sure if any of us knew but yesterday on Monday the Knexus website was down due to the solar flare.

[Taylor Moreno] 12:24:20

So in an instance like that, if your student is still home doing some of the reading, maybe on their PDF, textbooks.

[Taylor Moreno] 12:24:29

They're still keeping up with their English readings. You can still mark AP for that student because they did something academic that day.

[Taylor Moreno] 12:24:34

So that's just one example of how the parental P has a lot of power with you logging their attendance each day.

[Taylor Moreno] 12:24:44

So for all students, We have about a 7.8 percentage, which is medium. For our multilingual students we're at about 10% And we have, currently about 14 students who are chronically absent.

[Taylor Moreno] 12:24:59

Out of a hundred 40 students at our Southern California school. So we want to lower that percentage and to do so.

[Taylor Moreno] 12:25:09

We are going to be sending this out to all parents at our school. And this has a screenshot that shows how you can take attendance.

[Taylor Moreno] 12:25:19

There's also a PDF document here that shows. Screenshots. Of how to take attendance so you can use that.

[Taylor Moreno] 12:25:29

We've got a brief little clip here where you can see how to add your attendance into these dates.

[Taylor Moreno] 12:25:37

There's also a video guide. And the video guide is also translated in Spanish and in Arabic.

[Taylor Moreno] 12:25:44

And we also added this frequently asked questions. Again, translated in English, Spanish, and Arabic.

[Taylor Moreno] 12:25:52

In case it helps any of our families here. So like I said, you can add a P for present if your student did anything academic that day and end for not present if they did not.

[Taylor Moreno] 12:26:02

If they submitted work and maybe one day you forgot to add your parental P. Us teachers we check their work record before we submit their attendance for the month and if we see that they submitted a lesson then we as the teachers put in a P for them.

[Taylor Moreno] 12:26:18

So if your student is working each day, their attendance will be captured. We want to make sure that parents are still putting in the parental P to confirm that.

[Jatziry Martinez] 12:26:19

Okay. Okay. Thank you.

[Taylor Moreno] 12:26:26

So just so you know, it's, again with the TIFFECTA, the parent, the student, and the teacher.

[Jatziry Martinez] 12:26:29

If you Okay.

[Taylor Moreno] 12:26:34

All making sure that the students. Attendances properly captured. Okay, so you have those resources on that slide.

[Taylor Moreno] 12:26:45

And I believe I will be passing it to Ms. Barsenas for our next slide.

[Leticia Barcenas] 12:26:53

Okay, and for our next, what are we doing so far and what are the upcoming events approaching for this school year?

[Leticia Barcenas] 12:27:05

So we are gonna go ahead and have the summit of L-pack and that's gonna go ahead and begin February first. And that's gonna go ahead and begin February, the first.

[Leticia Barcenas] 12:27:12

I believe we have another meeting scheduled. First I believe we have another meeting scheduled February first. I believe we have another meeting scheduled February the eighth.

[Leticia Barcenas] 12:27:16

Taylor is that correct? And we will go ahead and go over a little more and at that meeting about the LPAC, but you are going to start getting webmails and information about the summit of LPAC.

[Leticia Barcenas] 12:27:31

So keep an eye on that. So the mid-year map and i ready assessment. Testing window will open February fifth.

[Leticia Barcenas] 12:27:41

And all the way and they will have a month to get that completed but I know teachers might have it completed within that first week.

[Leticia Barcenas] 12:27:50

So just another, and just stay tuned for further information. And then of course we have right now the lesson completion.

[Leticia Barcenas] 12:28:01

Percentage so far. And I forgot. Think we need to change that date. That date is supposed to be for this Friday.

[Leticia Barcenas] 12:28:10

They should be at 69%. Okay. Alright, okay, let's move on.

[Leticia Barcenas] 12:28:22

Alrighty guys, well that is it for today. I truly appreciate your you coming to the meeting, hearing the information.

[Leticia Barcenas] 12:28:32

I, I did see that we did have some questions. Do you guys have any questions for us right now?

[Jatziry Martinez] 12:28:42

Hi, yes, another question. Can you hear me, okay?

[Taylor Moreno] 12:28:49

Yes.

[Jatziry Martinez] 12:28:51

Okay, perfect. For my son, so I'm not sure if you've given part of the program.

[Jatziry Martinez] 12:29:00

I don't see those classes on this calendar.

[Leticia Barcenas] 12:29:01

Okay, I can double check and see. Yes, I will double check.

[Jatziry Martinez] 12:29:07

Okay, what's your email so we can say in touch?

[Leticia Barcenas] 12:29:11

Let me go ahead and get that information. I believe I have it right there. There you go.

[Leticia Barcenas] 12:29:17

If you can go ahead and send me an email, I would appreciate it.

[Jatziry Martinez] 12:29:21

Okay. Where do I send it to?

[Leticia Barcenas] 12:29:24

Send it to Letizia Barcinas. Do you see that? It should be the first name.

[Jatziry Martinez] 12:29:32

Did you send me the chat?

[Leticia Barcenas] 12:29:35

Oh yeah, okay, I'll do that. Yep.

[Jatziry Martinez] 12:29:37

Yeah, thank you so much.

[Leticia Barcenas] 12:29:41

Just give me a second, okay?

[Leticia Barcenas] 12:29:45

Okay, any other questions?

[Taylor Moreno] 12:29:56

Yes, let us know. No question is too big or too small.

[Leticia Barcenas] 12:30:01

Any topics that you guys would like us to cover for our next meeting?

[Leticia Barcenas] 12:30:11

Hopefully all of you have completed the needs assessment.

[Taylor Moreno] 12:30:20

Alright, we've got one response. On the needs assessment, thank you, thank you.

[Taylor Moreno] 12:30:30

Does anyone need the link again?

[Taylor Moreno] 12:30:43

Drop it in here one more time.

[Aya] 12:30:46

Yeah, I will I will answer the after me this meeting.

[Leticia Barcenas] 12:30:50

Okay, okay, perfect. Thank you. Okay.

[Taylor Moreno] 12:30:52

Thank you. Thank you. Thank you.

[Aya] 12:30:52

Thank you.

[Leticia Barcenas] 12:30:58

I think we don't have any more You can go ahead and stop the recording, Thank you.

[Taylor Moreno] 12:31:02

Okay, all right, go ahead.

[Taylor Moreno] 12:31:06

All right, and we shall adjourn the meeting unless there are any objections. Thank you all for being here today.

[Taylor Moreno] 12:31:14

And we will see you hopefully for our next meeting on Thursday, February eighth. Thank you, everyone.

[Aya] 12:31:21

Yeah, thank you so much. Thank you.

[Taylor Moreno] 12:31:31

All right. So you are free to enjoy the rest of your. Tuesday. Thank you so much for taking the time out of your day to join.

[Taylor Moreno] 12:31:40

We'll stick around in case there are any other questions. Otherwise, enjoy your Tuesday

[Aya] 12:31:46

Thank you