

**English Learner Advisory Committee**  
**Comité de Padres de Estudiantes Aprendices del Inglés (ELAC)**

DATE/ FECHA: 09/18/2019

Washington Elementary

**Agenda**

<b>Time/ Tiempo</b>	<b>Item/ Artículo</b>	<b>Resources/ Recursos</b>
8:15 am- 8:20 am	Welcome, Sign In and Check In/ Bienvenida, Registro y Charla	Please Sign in/ Favor de inscribirse ( <u>Digital Sign In Form/ Forma de Registro Digital</u> )
8:20 am- 8:30 am	Introductions / Introducciones	
8:30 am- 8:40 am	Introduction to ELAC and Committee Positions/ Introduccion a ELAC y posiciones del comité	<u>Powerpoint</u>
8:40 am- 9:00 am	How to get involved (becoming part of the committee or a member)/ Como formar parte del comité de ELAC o ser miembro	Hard Copy/ Copias de papel <ul style="list-style-type: none"> <li>- Interest forms/ Formas de interes</li> <li>- Brochure for instructional programs for English Learners / Folleto del programa de instrucción para aprendices del inglés</li> </ul>
9:00 am- 9:10 am	Questions & Announcements/ Preguntas y Anuncios	Next Meeting/ Proxima Junta: 10/16/2019

ELAC President: Jitka Muñoz Friesz

ELAC Vice President: Eduardo Muñoz- Muñoz

ELAC Secretary: Monica Galindo

DELAC Representative: Eduardo Muñoz- Muñoz

DELAC Co Representative: Cristina Frias

School: Washington Elementary

San Leandro Unified School District



# ELAC Meeting Minutes Washington Elementary

**Date:09/18/2019**

## **Opening**

Elisa Alvarez, Principal and Maria Ochoa, Parent Facilitator welcome group Meeting started at (8:20 am). Elisa Alvarez ask group if they can introduce Themselves. Everyone received the opportunity to do so.

## **Old Issues**

N/A

## **New Issues**

The group was presented with information about what is ELAC and the positions available. Detailed instructions on how to get involved or be part of this committee were provided to all those in attendance. Speeches for running candidates will be held at our next ELAC meeting which will be held on Wednesday, October 16th.

## **Questions & Answers / Comments and Concerns**

N/A

## **Closure**

The meeting was closed at 9:15 am



**English Learner Advisory Committee  
Comité de Padres de Estudiantes Aprendices del Inglés (ELAC)**

DATE/ FECHA: 10/16/2019  
Washington Elementary

**Agenda**

<b>Time/ Tiempo</b>	<b>Item/ Articulo</b>	<b>Resources/ Recursos</b>
8:15 am- 8:20 am	Welcome, Sign In and Check In/ Bienvenida, Registro y Charla	Please Sign in/ Favor de inscribirse ( <u>Digital Sign In Form/ Forma de Registro Digital</u> )
8:20 am- 8:30 am	Introductions / Introducciones	
8:30 am- 8:45 am	Candidate Speeches/ Discurso de Candidatos	<b>HARD COPY</b> <ul style="list-style-type: none"> <li>- Voting Ballots/ Volantes de votar</li> <li>- Voting Box set up in main office/ Caja de votación disponible en la oficina</li> </ul>
8:45 am- 9:00 am	DELAC Information/ Informacion de DELAC	<ul style="list-style-type: none"> <li>- DELAC Calendar/ Calendario de DELAC</li> <li>- DELAC Introduction meeting 10/16/2019/ Junta de introduccion al DELAC 10/16/2019</li> </ul>
9:00 am- 9:10 am	Questions & Announcements/ Preguntas y Anuncios	Next Meeting/ Proxima Junta: 11/20/2019

ELAC President:

ELAC Vice President:

ELAC Secretary:

DELAC Representative:

DELAC Co Representative:

School: Washington Elementary

San Leandro Unified School District



## ELAC MEETING MINUTES

Washington Elementary

**Date: 10/16/2019**

### **Opening**

Elisa Alvarez, Principal and Maria Ochoa Parent Facilitator welcome the group and have group sign in.

Group does introductions

### **Old Business**

Review of interest forms. Running Candidates give their speeches. Attendees were provided with voting ballots and informed of the voting box in the main office. Results will be announced before the next ELAC meeting on 11/20/2019.

### **New Business/Items**

DELAC introduction meeting will be tonight at 6 PM. The principal invites everyone to attend translation, food and childcare will be provided. 2018-2019 DELAC rep speaks a bit about her experience on the DELAC board and encourages families to attend.

### **Q & As/Comments and concerns/Next Time**

N/A

### **Adjournment**

The meeting was adjourned at 9:10 am

## ACTAS DE REUNIÓN DE ELAC

Washington Elementary

**Fecha: 10/16/2019**

### **Apertura**

Elisa Álvarez, directora y facilitadora de padres de Maria Ochoa da la bienvenida al grupo y tiene el inicio de sesión grupal.

El grupo comienza introducciones

### **Asuntos Pendientes**

Revisión de formularios de interés. Los candidatos postulantes dan sus discursos. Los asistentes recibieron boletas de votación y se les informó de la casilla de votación en la oficina principal. Los resultados se anunciarán antes de la próxima reunión de ELAC el 11/20/2019.

### **Asuntos Nuevos**

La reunión de introducción al DELAC será esta noche a las 6 PM. La directora invita a todos a asistir a la reunión se proporcionará traducción, comida y cuidado de niños. La representante de DELAC 2018-2019 habla un poco sobre su experiencia en la mesa directiva de DELAC y anima a las familias a asistir.

### **Preguntas y respuestas / Comentarios y preocupaciones**

N / A

### **Aplazamiento**

Se levantó la sesión a las 9:10 a.m.

**English Learner Advisory Committee**  
**Comité de Padres de Estudiantes Aprendices del Inglés (ELAC)**

DATE/ FECHA: 11/20/2019  
 Washington Elementary

**Agenda**

Time/ Tiempo	Item/ Artículo	Resources/ Recursos
8:15 am- 8:20 am	Welcome, Sign In and Check In/ Bienvenida, Registro y Charla	Please Sign in/ Favor de inscribirse ( <a href="#">Digital Sign In Form/ Forma de Registro Digital</a> )
8:20 am- 8:30 am	DELAC Representative Report/ Reporte del Representante de DELAC	- Next DELAC Meeting/ Proxima Junta de DELAC: 11/20/2019
8:30 am- 8:45 am	Reclassification Criteria Criterios de Reclassificación	- <a href="#">Criteria/Criterios</a>
8:45 am- 9:00 am	Sample ELPAC test result	- <a href="#">Sample Results/ Ejemplo de Resultados</a>  - ELPAC results from Spring 2019 will be provided, privately, to all families in attendance.
9:00 am- 9:10 am	Questions & Announcements/ Preguntas y Anuncios	Next Meeting/ Proxima Junta: 12/18/2019
9:10 am- 9:15 am	Agenda requests for the following meeting & Closing  Solicitudes de agenda para la siguiente reunión, y Clausura	<a href="#">Digital Request Form/ Forma Digital de Solicitudes</a>

ELAC President: Jitka Muñoz Friesz  
 ELAC Vice President: Eduardo Muñoz- Muñoz  
 ELAC Secretary: Monica Galindo  
 DELAC Representative: Eduardo Muñoz- Muñoz  
 DELAC Co Representative: Cristina Frias  
 School: Washington Elementary  
 San Leandro Unified School District



# ACTAS DE REUNIÓN DE ELAC Washington Elementary

**Fecha: 11/20/2019**

**Oficiales Presentes:**

Jitka Muñoz- Friesz Presidente  
Eduardo Muñoz Vicepresidente/  
Representante de DELAC  
Monica Galindo Secretaria

**Apertura La Directora**

Elisa Alvarez confirmando la presencia del quórum requerido, abrió la sesión a las (8:20 am). Refiérase a las listas de asistencia para ver quiénes asistieron a la junta.

**Reporte de los Oficiales**

Representante de DELAC:

El señor Eduardo Muñoz representante de DELAC se dirige a el grupo y comparte que la primer Junta de DELAC se discutió las funciones básicas de DELAC y las posiciones que hay disponibles para la mesa directiva este año. Próxima Junta será hoy en la noche 11/20/2019 @ 6 pm. Invita a todos presente que atiendan la junta.

Representante de SSC: N/A

**Asuntos Pendientes**

Los resultados del ELPAC fueron compartidos con familias individualmente y un ejemplo fue demostrado y explicado por la Directora Alvarez. El proceso y criteria de la reclasificación para estudiantes Aprendices del Inglés también fue explicada en detalle.

**Asuntos Nuevos**

Los padres presente gustaria saber mas sobre como apoyar a sus estudiantes en casa. El comité de ELAC presentará una presentación durante la próxima junta de ELAC que se llevara acabo el 18 de Diciembre del 2019.

**Preguntas & Respuestas/ Comentarios e Inquietudes/ Próximos Pasos**

N/A

**Clausura** La junta fue clausurada a las 9:15 am

# ELAC MEETING MINUTES

## Washington Elementary

Date: 11/20/2019

### **ELAC Officers in attendance:**

Jitka Muñoz- Friesz Presidente  
Eduardo Muñoz Vicepresidente/  
Representante de DELAC  
Monica Galindo Secretaria

### **Opening**

Elisa Alvarez, Principal, confirming the presence of a quorum called the meeting to order at 8:20 am. Please refer to the sign-in sheet(s) for a list of all meeting attendees.

### **Officer Reports**

DELAC representative:

Mr. Eduardo Muñoz DELAC representative addresses the group and shares that the first DELAC Board discussed the basic functions of DELAC and the positions that are available for the board of directors this year. Next meeting will be today 11/20/2019 @ 6 pm. Invite everyone present to attend the meeting.

SSC Representative: N/A

### **Old Business**

The results of the ELPAC were shared with families individually and an example was demonstrated and explained by Director Alvarez. The reclassification process and criteria for English Learners was also explained in detail.

### **New Business/Items**

Parents present would like to know more about how to support their students at home. The ELAC committee will present a presentation during the next ELAC meeting that will take place on December 18, 2019.

### **Q & As/Comments and concerns/Next Time**

N/A

### **Adjournment**

The meeting was adjourned at 9:15 am

**English Learner Advisory Committee**  
**Comité de Padres de Estudiantes Aprendices del Inglés (ELAC)**

DATE/ FECHA: 12/18/2019

Washington Elementary

Agenda

Time/ Tiempo	Item/ Artículo	Resources/ Recursos
8:15 am- 8:20 am	Welcome, Sign In and Check In/ Bienvenida, Registro y Charla	Please Sign in/ Favor de inscribirse ( <a href="#">Digital Sign In Form/ Forma de Registro Digital</a> )
8:20 am- 8:25 am	Review of last month minutes/ Repaso de actas del mes pasado	<a href="#">Nov 11th, 2019 ELAC Meeting Minutes/ Actas de reunion de ELAC Nov 11, 2019</a>
8:25 am- 8:35 am	DELAC Representative Report/ Reporte del Representante de DELAC	- Next DELAC Meeting/ Proxima Junta de DELAC: 01/15/2020
8:35 am- 8:40 am	School Site Council Representative Report/ Reporte del representante al SSC	- Next SSC Meeting/ Proxima Junta de SSC: 01/09/2020
8:40 am- 9:05 am	Home Support for EL students/ Apoyo en casa para su estudiante EL	Online Platforms: - Imagine Learning - Raz Kids Plus  <a href="#">Online Platforms Presentation</a>
9:05 am- 9:10 am	Questions & Announcements/ Preguntas y Anuncios	Next Meeting/ Proxima Junta: 01/22/2019
9:10 am- 9:15 am	Agenda requests for the following meeting & Closing  Solicitudes de agenda para la siguiente reunión, y Clausura	<a href="#">Digital Request Form/ Forma Digital de Solicitudes</a>

ELAC President: Jitka Muñoz Friesz

ELAC Vice President: Eduardo Muñoz- Muñoz

ELAC Secretary: Monica Galindo

DELAC Representative: Eduardo Muñoz- Muñoz

DELAC Co Representative: Cristina Frias

School: Washington Elementary

San Leandro Unified School District



# ELAC Meeting Minutes

## Washington Elementary

**Date:** 12/18/2019

**Present Officers:**

Jitka Muñoz- Friesz President

Eduardo Muñoz Vice President / Representative of DELAC

Monica Galindo Secretary

**Opening**

Jitka Muñoz, President of ELAC, opened the session at (8:20 am).

**Officers Report**

DELAC representative:

Mr. Eduardo Muñoz, DELAC representative, informed the group that the following topics were discussed at the DELAC meeting.

- DELAC ByLaws reviewed and Discussed
- ELL Acronyms
- English Language Proficiency Assessment for California (ELPAC)
- Reclassification criteria 2019-2020
- Inside the classroom: EL Instruction, Resources were provided

DELAC Nominations were also held on this night

Next DELAC meeting will be on January 15 @ 6pm everyone is welcome to attend.

**SSC representative**

Karen Torres representative of SSC was absent. Principal Elisa Alvarez informs group next SSC meeting will be 01/09/2020

**Old Issues**

Group discussed the following

- Reclassification Criteria
- ELPAC Test Results from spring 2019

**New Issues**

Parents request resources to support students at home. Instructions on how to initiate district supported online platforms was provided for all

who were present in the group through a presentation. Parents present had the opportunity to navigate the system on the computer or cell phone. Parents present would like to receive further support with online platforms and resources to support their EL student. The ELAC committee will present a detailed presentation and one on one help during the next meeting on January 22.

**Questions & Answers / Comments and Concerns**

N / A

**Closure**

The meeting was closed at 9:15 am

**English Learner Advisory Committee**  
**Comité de Padres de Estudiantes Aprendices del Inglés (ELAC)**

DATE/ FECHA:01/22/2020

Washington Elementary

**Agenda**

<b>Time/ Tiempo</b>	<b>Item/ Artículo</b>	<b>Resources/ Recursos</b>
8:15 am- 8:20 am	Welcome, Sign In and Check In/ Bienvenida, Registro y Charla	Please Sign in/ Favor de inscribirse ( <a href="#">Digital Sign In Form/ Forma de Registro Digital</a> )
8:20 am- 8:25 am	Review of last month minutes/ Repaso de actas del mes pasado	- <a href="#">Minutes/ Actas</a>
8:25 am- 8:35 am	DELAC Representative Report/ Reporte del Representante de DELAC	- Next DELAC Meeting/ Proxima Junta de DELAC: 03/18/2020
8:35 am- 8:40 am	School Site Council Representative Report/ Reporte del representante al SSC	- Next SSC Meeting/ Proxima Junta de SSC: TBD
8:40 am- 9:05 am	Further support and detailed information on how to support ELL students at home/ Informacion detallada y apoyo en como apoyar en casa su estudiante EL	Online Platforms: - Imagine Learning - Raz Kids Plus - CLEVER  <a href="#">Online Platforms Presentation</a>
9:05 am- 9:10 am	Questions & Announcements/ Preguntas y Anuncios	Next Meeting/ Proxima Junta: 02/26/2020
9:10 am- 9:15 am	Agenda requests for the following meeting & Closing  Solicitudes de agenda para la siguiente reunión, y Clausura	<a href="#">Digital Request Form/ Forma Digital de Solicitudes</a>

ELAC President: Jitka Muñoz Friesz

ELAC Vice President: Eduardo Muñoz- Muñoz

ELAC Secretary: Monica Galindo

DELAC Representative: Eduardo Muñoz- Muñoz

DELAC Co Representative: Cristina Frias  
School: Washington Elementary  
San Leandro Unified School District

# ACTAS DE REUNIÓN DE ELAC Washington Elementary

**Fecha: 01/22/2020**

**Oficiales Presentes:**

Jitka Muñoz- Friesz Presidente  
Eduardo Muñoz Vicepresidente/  
Representante de DELAC  
Monica Galindo Secretaria

**Apertura**

Jitka Muñoz Presidenta de ELAC, abrió la sesión a las (8:20 am).

**Reporte de los Oficiales**

Representante de DELAC:

El señor Eduardo Muñoz representante de DELAC estuvo ausente en la junta de hoy. Jitka Muñoz Presidenta de ELAC nos dio breve descripción sobre lo que tomó lugar en la reunión de DELAC. Elecciones tomaron lugar en la reunión de DELAC eligiendo a nuestro representante de DELAC Eduardo Muñoz como el presidente de la mesa directiva de DELAC. Ánimo a los padres a tender la junta de LCAP. Próxima Junta será el 18 de Marzo @ 6 pm. Invita a todos presente que atiendan la junta.

**Representante de SSC**

Karen Torres representante de SSC estaba ausente. La directora Elisa Alvarez representó a Karen Torrez. Ella Informó al grupo de que el SSC aprobó el presupuesto para el entrenamiento de Circle Up.

**Asuntos Pendientes**

Los datos para iniciar seccion en las plataformas en línea para juegos apoyados con el distrito fueron proporcionados para todos los que estaban presente en el grupo. Padres presente tuvieron la oportunidad de navegar el sistema en la computadora o celular.

**Asuntos Nuevos**

Los padres presente gustaria saber mas sobre el proceso de reclasificación para este año escolar. El comité de ELAC presentará una presentación durante la próxima junta del 18 de Marzo.

**Preguntas & Respuestas/ Comentarios e Inquietudes/ Próximos Pasos**

N/A

**Clausura** La junta fue clausurada a las 9:15 am

# ELAC Meeting Minutes

## Washington Elementary

Date: 01/22/2020

Present Officers:

Jitka Muñoz- Friesz President

Eduardo Muñoz Vice President / Representative of DELAC

Monica Galindo Secretary

Opening

Jitka Muñoz President of ELAC, opened the session at (8:20 am).

Officers Report

DELAC representative:

Mr. Eduardo Muñoz, DELAC representative, was absent from today's meeting. Jitka Muñoz President of ELAC gave us a brief description of what took place at the DELAC meeting. Elections took place at the DELAC meeting by electing our DELAC representative Eduardo Muñoz as the President of the DELAC board. She encourage parents to attend the LCAP meeting coming up on Tuesday, February 04th at 6 pm or Wednesday, February 06 at 8:15am . Next DELAC meeting will be on March 18 @ 6pm everyone is welcome to attend.

SSC representative

Karen Torres representative of SSC was absent. Principal Elisa Alvarez represented Karen Torrez. She informed the group that the SSC approved the budget for Circle Up training.

Pending issues

Instructions on how to initiate district supported online platforms was provided for all who were present in the group. Parents present had the opportunity to navigate the system on the computer or cell phone.

New Issues

Parents present would like to know more about the reclassification process for this school year. The ELAC committee will present a presentation during the next meeting on March 18.

Questions & Answers / Comments and Concerns / Next Steps

N / A

**Closure**

The meeting was closed at 9:15 am

**English Learner Advisory Committee  
(ELAC)**

DATE: May 20th @ 9 AM  
Washington Elementary  
Agenda

Time/ Tiempo	Item/ Articulo	Resources/ Recursos
9:00 am	Welcome, Sign In  <i>Fall Updates</i> Recap of ELD support during Shutdown	Please Sign in using the chat
9:05 am- 9:10 am	Review and approval of minutes for the last two meetings (insert actual dates)	- <a href="#">ELAC Minutes 12/18/2019</a> - <a href="#">ELAC Minutes 01/22/2020</a>
	<b>New Business</b> <ul style="list-style-type: none"> <li>● Reclassification Recognition           <ul style="list-style-type: none"> <li>○ Lower grades in person at the school (Collaborative effort with ELAC parents and Administration)</li> <li>○ 5th graders during promotion ceremony and again at Bancroft</li> </ul> </li> <li>● Reclassification Notification</li> <li>● Biliteracy Awards</li> <li>● Next year election timeline</li> </ul> <ul style="list-style-type: none"> <li>- 1st ELAC (3rd Wednesday after school opens) will be informational about positions open</li> <li>- 2nd ELAC will be the actual vote. In person vote</li> </ul>	- Link Resources
	DELAC Representative Report	05/13/2020 DELAC Meeting <ul style="list-style-type: none"> <li>- <a href="#">English DELAC Agenda</a></li> <li>- <a href="#">Spanish DELAC Agenda</a></li> <li>- <a href="#">Chinese DELAC Agenda</a></li> </ul>
	Announcements, Questions & Closing/	Next Meeting: TBD  Resources: <a href="https://www.elpac.org/resources/parent-resources/">https://www.elpac.org/resources/parent-resources/</a>

ELAC President: Jitka Munoz

ELAC Vice President: Eduardo Munoz Munoz

ELAC Secretary: Monica Galindo

DELAC Representative: Eduardo Munoz Munoz

SSC Rep: Karen Torres

School: Washington Elementary  
 San Leandro Unified School District

Notes:

What will fall look like?

What have we done for english learners during this time?

What are possible scenarios for the fall and specifically how are we supporting our ELLs.

Guidance teachers have been given for ELD instruction. Specifically the MOU that was provided to teachers regarding ELD instruction and instruction in general. Recap of what we did.

Improve resources on the website.

(email board when updates are complete)

Student activities

**Comité de Padres de Estudiantes Aprendices del Inglés (ELAC)**

Fecha: Mayo 20th @ 9 AM  
 Washington Elementary

Agenda

Tiempo	Articulo	Recursos
9:00 am	Bienvenida, Inscripciones  <i>Resumen de Otoño</i> Información del sistema de apoyo de ELD durante el cierre de escuela	Favor de inscribirse usando el chat
9:05 am- 9:10 am	Repaso y aprobación de las actas de las juntas previas.	<ul style="list-style-type: none"> <li>- <a href="#">Actas de reunión de ELAC 12/18/2019</a></li> <li>- <a href="#">Actas de reunión de ELAC 01/22/2020</a></li> </ul>
	Nuevo Negocio <ul style="list-style-type: none"> <li>● Reconocimiento de Reclasificación               <ul style="list-style-type: none"> <li>○ Grados menores en la escuela (Esfuerzo colaborativo con padres de ELAC y</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>- Enlace de recursos</li> </ul>

	<p>administración)</p> <ul style="list-style-type: none"> <li>○ Estudiantes de quinto grado durante ceremonia de promoción y nuevamente en la escuela Bancroft</li> <li>● Notificación de Reclasificación</li> <li>● Reconocimiento de literatura</li> <li>● Calendario de elecciones del próximo año <ul style="list-style-type: none"> <li>○ Primer reunión de ELAC (3er Miércoles del mes después de que reabra la escuela)</li> <li>○ Segunda reunión será el voto en persona.</li> </ul> </li> </ul>	
	Reporte del Representante de DELAC	Reunion de DELAC 05/13/2020: <ul style="list-style-type: none"> <li>- <a href="#">Agenda de reunion (Ingles)</a></li> <li>- <a href="#">Agenda de reunion (Espanol)</a></li> <li>- <a href="#">Agenda de reunion (Chinese)</a></li> </ul>
	Anuncios, Preguntas, y Clausura	Proxima Junta: Por ser determinada  Recursos: <a href="https://www.elpac.org/resources/parent-resources/">https://www.elpac.org/resources/parent-resources/</a>

ELAC President: Jitka Munoz

ELAC Vice President: Eduardo Munoz Munoz

ELAC Secretary: Monica Galindo

DELAC Representative: Eduardo Munoz Munoz

SSC Rep: Karen Torres

School: Washington Elementary

San Leandro Unified School District



# ELAC Meeting Minutes

## Washington Elementary

**Date:** 05/20/2020

**Present Officers:**

Jitka Muñoz- Friesz President

Eduardo Muñoz Vice President / Representative of DELAC

### Opening

Elisa Alvarez, Principal opened the meeting at (9:00 am).

### Old Issues

Group discussed the following

- Support for EL's at home.
- Online Platforms

### New Issues

Group went over the reclassification recognition in detail. ELAC board along with the principal agreed that they would like to see the lower grades recognized in person and 5th graders during their promotion ceremony and again at Bancroft Middle School. They went over the notifications for reclassification and also the biliteracy awards. Group then starts to discuss how next year's ELAC election timeline should be. The first Wednesday after school opens will be an informational meeting regarding the positions available/open. The second ELAC meeting will be when we cast the votes.

### Questions & Answers / Comments and Concerns

What will fall look like?

What has the school done for english learners during this time?

What are possible scenarios for the fall specifically how are we supporting our ELL's.

### Closure

The meeting was closed at 10:15 am

