

LOS ANGELS UNIFIED SCHOOL DISTRICT
West Hollywood Elementary
English Learner Advisory Committee
Meeting Minutes
October 24, 2013

I. Call to Order

The meeting was called to order at 3:03 pm by Alla. Second by Sam.

II. Roll Call

The following members were present at the meeting: Yesenia Cruz, Carole Slama, Jose Padilla

III. Approval of ELAC Officers-The following officers were introduced and approved while all present after being elected in early October.

Chairperson: Yesenia Cruz

Vice Chairperson: Carole Slama

Secretary: Jose Padilla

Parliamentarian: Atoosa Arabshahin

IV: New Business

- a. ELAC Officer Roles and Responsibilities- Mrs. Cram reviewed all of the specific roles and responsibilities of each officer as outlined by LAUSD with the entire group in addition to welcoming parent and teacher representatives and further discussing their roles.
- b. Delegation of ELAC to SSC- ELAC (if agreed by ELAC) will combine with SSC. The purpose of the ELAC is to make recommendations to the SSC on English Learner related matters. However, the SSC still has the final vote. We have about \$20K and ELAC determines how it is spent. Most of this amount helps pay for the Coordinator position to work with the English Learner population and to do EL monitoring, accountabilities and compliance required by the district. Because of the low number of EL's at our school. We moved to delegate the duties of the ELAC to the SSC. Similar items are addressed and will be added to our SSC Agendas for discussion. Those include regular school attendance, language survey, needs assessment, Single School Plan, and budget. ELAC members do not lose their voice and still

represent the English Learner population. A unanimous vote was made in favor of the merger was passed. The purpose of merging the two groups is to meet only once.

c. The Importance of Regular School Attendance- REGULAR ATTENDANCE...96% is the goal which is equal to 7 days absent. According to last years school report card, at West Hollywood, 70% of the students had 96% or higher attendance. This is the same as the district average. However, we want to increase that percentage and need to brainstorm ways to continue encouraging higher attendance rates. Our goal is to get between 73% and 78% this school year. Attendance is important for variety of reasons including funding and students missing out on learning. There are a variety of reasons why students don't go to school: They don't want to, they wake up late, family vacations, etc. Attendance is also about tardies. SARB referrals happens if too many tardies occur. 3 or more 30 minute tardies is considered truant. Ms. Cram will follow up to check on district policy on religious holiday rules.

Suggestion to improve attendance made by Jose that instead of a robo call informing that your child is absent, maybe suggestions or tips on how to improve arrival time. Maybe attached to the tardy slip.

As per LAUSD policy, we have also started counting tardies when kids get checked out early. Too many families are checking out their kids early from school. It is very disruptive to the classroom instruction if it can be avoided. SUGGESTION to put it in the Wizard Wire to alert parents of this.

At the Student of the Month Assemblies, the top 3 classes with the highest attendance rate for the month will be recognized. The top class will receive a certificate and a pizza party. A suggestion was made to also reward the classes with least amount tardies to increase awareness about the importance of not being late.

d. CELDT and Initial Identification of English Learners-We have 38 English Learners at WHE. 11 new English Learners identified by CELDT this year. This is a higher number than last year.

e. FUTURE DATES for ELAC/SCC We need to have at least 6 meetings a year... with more possibly around budget development time. Dec 5... Jan 23... Feb 20... Mar 20..... Apr 24... May 15 all Thursdays at 3:00 pm in Mr. Navarro's Room 7. Motion to approve future meeting.. 1st by Sam... 2nd by Jose

V. Announcements: Make sure to invite FOWHE reps to share their side...

Meeting adjourned at 4pm

