

San Diego Unified School District  
University City High School

**English Learner Advisory Committee (ELAC) Meeting - MINUTES & Advice Form**

Date: Thursday, February 23, 2023 Time: 8:00am HYBRID

<b><i>Legal Task(s) and Training(s) Covered: (Check all that apply):</i></b> Advise the school principal and staff on: <ul style="list-style-type: none"> <li><input type="checkbox"/> the development of a site plan for English Learners and submitting the plan to the School Site Council (SSC) for consideration of inclusion in the School Plan for Student Achievement (SPSA).</li> <li><input type="checkbox"/> the school's efforts to make parents aware of the importance of regular school attendance.</li> <li><input checked="" type="checkbox"/> Assist in development of a schoolwide needs assessment</li> </ul>	
Meeting was called to order at _____ 8:05am	List participants present: Javier Gonzalez, Gail Hall, Keying Deng
Minutes from January 11, 2023 meeting were read and approved or corrected (choose one) by members.	Notes Motion made by Javier, seconded by Deng ALL approve
Legal Task Addressed: Assist in development of a schoolwide needs assessment  Training and Information Session Discussion:	Notes PowerPoint presented by Hall Classroom teacher appreciates that El students are integrated into regular classes rather than contained in a single newcomer classroom. The students can use their translators to assist in class.  Hall shared the assessment survey that was sent out last year: <a href="https://forms.gle/LYEFGEsyyzeThRLH8">https://forms.gle/LYEFGEsyyzeThRLH8</a> same survey will be sent this week to all current EL families
Other School Topics to Be Addressed:	Notes: continue to be concerned about lack of parent participation. Hall has emailed and send messenger phone calls. This week handed a hardcopy flier to EVERY EL students. Still no parents were able to come. ELPAC questions answered regarding when students take ELPA. Yearly in February until reclassified to fluent English Proficiency
DELAC Report from February 2 2023 DELAC General Meeting	Notes Review the agenda from February 24, 2023  <a href="https://docs.google.com/document/d/1hOCqMI-3bAM1_-TzcR60Fk8AcPTjYrstJf8pmCH1aso/edit">https://docs.google.com/document/d/1hOCqMI-3bAM1_-TzcR60Fk8AcPTjYrstJf8pmCH1aso/edit</a>
ELAC Advice to Site/Administration regarding Legal Task Assist in development of a schoolwide needs assessment	Notes  Continue with current ELD and ALD classes
Meeting was closed at 8:45 am	Notes: Next meeting will be April 12, 2023 at 8 am

