

James Monroe Elementary School



Mr. Leonard Perez, Principal

Ms. Esmeralda Casillas, Vice Principal

English Learner Advisory Committee (ELAC)

Meeting # 1-Agenda 09/07/2023

I. Welcome and Introduction

II. Call the meeting to order (*A motion is not necessary*)

Meeting started at 3:16

Mr. Perez went over the agenda for today

III. Call for additions/deletions of agenda items (**motion is needed**)

No deletions or additions to agenda

First Motion: Mrs. Hermosillo

Second Motion: Juana Rivera

IV. Public Input

Public Input is for visitors who wish to speak on a subject not on the board agenda. Ten minutes of this portion of the meeting are reserved for members of the public to address the School Site Council on items not listed on the agenda and within the jurisdiction of the School Site Council. Speakers are limited to two (2) minutes. The School Site Council is prohibited by law from taking action on matters discussed that are not on the Agenda, and no adverse conclusions should be drawn if the School Council does not respond to public comment at this time. If you wish to address the Board, please state your name and address.

Mrs. Hermosillo asked if there will be activities for the students throughout the year?

Mr. Perez said yes. There will be activities during hispanic heritage month, the fall carnival, a jog-a-thon, red ribbon week Mr. Perez added that the students are doing well academically and with behavior so he would like to have activities for them Mrs. Hermosillo also asked about the safety before and after school at the crosswalk area

Mr. Perez stated that the school doesn't have any control over what happens at the street

He did state that he had added extra staff for duty before and after school Mr. Perez also stated that there was a new fence put in front of the staff parking lot. This was done so that parents and children would not cross the parking lot. It was done for security purposes.

V. Reading and approval of the minutes from May 04, 2023.SPAN (**motion is needed**)

May 04, 2023.ENG

Mr. Perez went over the minutes from our last meeting (May 4, 2023)

He added that the ELAC meetings will be at the school site and they will now begin at 3:15 pm.

First Motion: Mr. Taylor

Second Motion: Mrs. Carrillo

VI. New Business

A. ELAC Basics

(Appropriate training and materials to assist each member carry out his or her legally required advisory responsibilities.)

a. ELAC Norms

Mr. Perez went over the norms for each meeting

b. Purpose of the ELAC

Mr. Perez went over the purpose of the ELAC Meeting

The meeting is to help come up with new ideas to help our EL Learners and get them reclassified and they also have a say on where money should be spent

c. Parliamentary Procedures

i. Bylaws

ii. Robert's Rules

e. Roles and responsibilities of ELAC officers

Mr. Perez stated that there will be nominations for our ELAC officers

1819 N Lake St., Madera, CA 93638

(559) 674-5679

(559) 674-3008 fax

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f. Nominations & Elections for ELAC officers:

- i. Chairperson: Takes care of the meetings usually Vice Principal
- ii. Vice-Chairperson: Vice Principal (last year Mrs. Martinez ran the meeting because Mrs. Casillas was not present) this happens when the Chairperson is not present
- iii. Secretary: Takes notes
- iv. DELAC representative: Represents the school and takes notes at the district level. This takes place once a month from 6:00-7:00 pm. at the district office.
- v. DELAC alternate representative

Nominations: We are in need of a DELAC Representative

Mr. Jimenez asked about the number of meetings throughout the year, the time they take place, and the responsibilities. He stated that he does want to volunteer here at school.

- Mr. Perez nominated Mrs. Casillas for Chairperson
- Vice Chairperson?
- Mrs. Carrillo nominated Mrs. Victoria
- Mr. Taylor nominated Rebecca Cervantes for DELAC Representative
- DELAC alternative Representative?

B. MUSD's Uniform Complaint Procedures, including William's requirements

Mr. Perez went over the Complaint Procedure. He let the parents know that they have a right to file a complaint. Mr. Perez mentioned that if parents have a complaint to first go to the teacher, then the Vice Principal, and then to the Principal before going to the district office. The school prefers to solve the problem at the school site. Mr. Perez passed out the Complaint Procedure Flow Chart in English and in Spanish

C. Summative ELPAC results

The test is given by the State of California for all EL Learners

Students must get a 4 in order to pass the test

In 2022-2023, Monroe had 678 students

224 students were EL students who took the test

Grade k had 5 students take the test

Grade 1 had 48 students who took the test

Grade 2 had 45 students who took the test

Grade 3 had 46 students who took the test

Grade 4 had 38 students who took the test

Grade 5 had 34 students who took the test

Grade 6 had 28 students who took the test

In k-2: 16 students got a 4

7 were reclassified

4 passed on the first round

5 didn't make it but they still have an opportunity before the next ELPAC Test

In Grades 3-6: 45 students got a 4

44 students were reclassified on the first round

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ELPAC Results: 60 students got a 4
55 were reclassified
5 students still need to be reclassified before the next ELPAC Test

D. Needs Assessment Survey

it will be sent on parent square as well as in paper

Parents rate the school and what information they need. Classes for behavior, security

E. ELAC Calendar

Mr. Perez presented the dates for all of our five meetings

VII. DELAC Representative Report

VIII. Dual Language Instruction Program Promotion & Announcements

Schools that offer this program are Madison, Pershing, and Washington

Must start at Kinder or Mid First Grade Level

- A Parent asked about the time and day for ELD?
- Mr. Perez stated that ELD happens daily for 45 minutes
- Mr. Jimenez asked about the stop it app?
- Mr. Perez stated that its on the app and that its confidential

IX. Next Meeting

Tuesday, December 19th @ 3:15 pm

X. Adjournment (motion is needed)

Meeting adjourned at 4:16

First motion: Mrs. Carillo

Second Motion: Antonia Venegas

Date Posted: 9/1/23

(Notice of the meeting shall be posted at the school site, or other appropriate place accessible to the public, at least 72 hours before the time set for the meeting. The notice shall specify the date, time, and location of the meeting and contain an agenda describing each item of business to be discussed or acted upon. *Copies of all distributed materials must be attached to the secretary's official minutes. These minutes must be maintained for 3 years.*)