

ELAC Training

Laurel Elementary School
November 5, 2015



ELAC

- A committee comprised of parents, staff, and community members specifically designated to advise school officials on English Learner program services.
- Each California public school, grades K-12, with more than 21 English learners must form an English Learner Advisory Council (ELAC)

California Education Code, Sections 35147(c), 62002.5(c), 64001(a)

California code of Regulations, Title 5, Section 11308(b), (c), (d)

20 United States Code Section 6312(g)(4)

ELAC Responsibilities

- Advises** the School Site Council on the development of the Single Plan for Student Achievement
- Advises** the principal and staff on programs and services provided to English Language Learners
- Assists** in the development of the school's:
 - Needs Assessment
 - Annual language census Report
 - Ways to make parents aware of the importance of regular school attendance

How can ELAC members do their job?

It is the responsibility of the school and district to provide:

- Training and materials
- Ask the ELAC members what kind of training they need and want to do their job
- Opportunities for parent education
- Childcare, translation services, etc.

What must the ELAC do?

- Follow bylaws (or develop bylaws if they don't have any)
- Meet on a regular basis (at least 4 times during the year)
- Select officers (formal election by parents)
- Provide input for agendas
- Keep a record of agendas, minutes, sign in sheets, bylaws, etc.
- Send a representative to DELAC meetings
- Open the meetings for all interested families or staff

Meeting Requirements

- Meetings must be open to the public and allow for public input
- Meeting notices and agendas (of action items) must be announced and posted at least 72 hours before the meeting (Greene Act)
- The public must have access to all the materials discussed and/or distributed at the meeting

ELAC Composition Requirements

- Parents of English learners comprise at least the same percentage of the ELAC membership as English learners constitute of the school's total school population.
- Example – Laurel has approximately 45% students who are LEP and FEP, therefore the ELAC membership must comprise of 45% parents of English learners

ELAC Elections

- Parents or guardians of English learners must have an opportunity to **elect** the parent members to serve on the ELAC. Should be parent/guardian of an English learner
- Membership is not limited (% must be representative)
- ELAC shall have the opportunity to elect at least one member to the District English Learner Advisory Committee (DELAC). DELAC rep should be a non-staff member

ELAC Officers

- Chairperson
 - Leads the meeting
 - Signs letter of documents
 - Attends SSC meetings

- Vice-chair
 - Helps the president in any or all of the tasks

- Secretary (can be a staff person)
 - Takes meeting notes
 - Keeps resources updated

DELAC

- DELAC representative should report DELAC meeting information during each ELAC meeting
- SSC will regularly place required items and other matters on the agenda related to English learner achievement and the ELD program at school
- DELAC representative should also report DELAC information to SSC

DELAC Meetings

- Open to the public
- BOUSD District Office – 6:00 pm
 - To Be Determined

Laurel Elementary School

2015-2016 School Wide Goals

Academics

In all grade levels 3-6, CAASPP scores (% standard met or exceeded) will increase by a minimum of 5% in both English Language Arts and mathematics overall.

Instruction

Curriculum Implementation with Fidelity:

- Step Up to Writing
- Go Math

Instructional Best Practices

- GLAD
- Project Based Learning
- Thinking Maps

Response to Intervention

- Data driven and flexible grouping intervention groups
- Enrichment opportunities

Technology

All teachers will attend a minimum of two Professional Development opportunities to increase technology usage and 21st century instruction. Based on the PD, teachers will embed learned strategies and skills into lesson plans a minimum of five times per trimester by the end the 2015-2016 school year. (Benchmarks: 2 lessons in tri 2, 4 lessons in tri 2, 5 lessons in tri 3).

School Climate and Culture

It is the goal of Laurel Elementary School that all community members, staff, and students are treated with the utmost respect and consideration.

- Positive and welcoming environment (office, cafeteria, library/media center, playground, classroom)
- Continued school wide implementation of PBIS positive recognition systems & support to encourage positive student interactions and disciplinary practices and a positive school wide culture and climate.

Laurel Leopards are problem solvers!