

ROSEMEAD HIGH SCHOOL  
**English Learner Advisory Committee (ELAC)**  
October 09, 2018

MINUTES

**ELAC Members Present:**

Ana Ieng	ELAC Representative	Angelica Esqueda	ELAC Representative
Arnold Youngblood	ELAC Representative	Carmen Perez	ELAC Representative
Claudia Chevez	ELAC Representatives	Elodia Mendoza	ELAC President
Estela Martinez	ELAC Representative	Felicitas Chino	ELAC Vice President
Linda Nguyen	ELAC Representative	Sylvia Youngblood	ELAC Secretary
Jian Yun Dong	ELAC Representative	Xialing Cao	ELAC Representative
Natalia Martinez	ELAC Substitute		

**ELAC Members Absent:**

Gabriela Atempa	ELAC Representative
Lorena De La Torre	ELAC Representative
Lin Liu	ELAC Representative

**Others Present:**

Dr. Bristol	Principal
Vanessa Verduzco	Community Liaison
Jinfang Song	Parent

1. Sign-in and Welcome

Ana Ieng, ELAC Facilitator, called the meeting to order at 5:54 p.m. with 12 members present.

2. Approval of the Agenda

Ms. Ieng, ELAC Facilitator, asked the members to review the agenda.

**Motion to approve:** Sylvia Youngblood motion to approve the agenda with the accepting of adding Saturday Tutors under Additional Items. Ms. Ieng also asked for Reports from School Site Council to be moved up to item #4 followed by Saturday Tutors.

**Second:** Carmen Perez seconded the motion.

**Vote:** 12 approved, 0 against, 0 abstained (12 members present)

3. Approval of the Minutes

Ms. Ieng, ELAC Facilitator, asked the members to review the minutes for May 9, 2018.

**Motion to approve:** Estela Martinez moved to approve the minutes.

**Second:** Elodia Mendoza seconded the motion.

**Vote:** 8 approved, 0 against, 5 abstained (13 members present)

**Compliance Item(s)**

4. Ms. Ieng announce the results of the 2018-2019 ELAC Election. She informed the attendees that the composition of the committee meets the minimum requirements of EL parents.

5. Ms. Ieng reviewed the Committee Norms, Robert's Rule of Order, How to Make A Motion and the Legal Responsibilities for ELAC. Ms. Ieng also reviewed the preliminary agenda for the ELAC leadership training.

**Recommendation(s): No Recommendations were made.**

6. Ms. Ieng discussed the option of having the ELAC committee delegate its responsibilities to another advisory committee.

**Recommendation(s): No recommendations were made to delegate ELAC's responsibilities to another committee.**

7. Each member reviewed the duties and responsibilities of ELAC officers as outlined in the Bylaws. The committee conducted an election of officers and DELAC representatives. The results were as follows:

- Elodia Mendoza- ELAC President/ DELAC Representative
- Felicitas Chino- ELAC Vice President
- Sylvia Youngblood- ELAC Secretary
- Natalia Martinez- ELAC Substitute
- Linda Nguyen -DELAC Representative
- Xia LingCao- DELAC Representative

8. School's Needs Assessment: Review the Parent Survey Summary was tabled to ELAC meeting #2.

**Additional Item(s)**

9. Review/ Revision of ELAC Bylaws was tabled to ELAC #2

10. Dr. Bristol followed up with the topic on Saturday Tutors. Rosemead HS has a program that assist student afterschool Monday-Thursday. Members asked for tutoring to be offered in a second language based on the students need. Members were welcomed to assist and ask more questions at the School Site Council meeting with guest speaker, Mrs. Echeverria.

11. Reports from:

- a. No reports from DELAC
- b. Dr. Bristol Briefly explained the functions of School Site Council (SSC) and how it associates with ELAC. Dr. Bristol also invited members to the next SSC meeting held on November 7<sup>th</sup> at 3:00p.m in room 10. Dr. Bristol also notified members that Mrs. Echeverria will be at the SSC. Members recommended for documentation to be translated in a different language as well as translation.

12. Announcement

- a. School Calendar of Activities
- b. Members were given the Parent Involvement Academy Registration Form.
- c. Members were given College and Career Family Conference Registration Form.
- d. Next DELAC Meeting held on December 13, 2018, District Office, 5:30p.m.
- e. Next ELAC meeting held on November 14 ,2018, 5:30p.m. in Room 43.

13. The meeting adjourned at 7:49 p.m.

**Motion to Adjourn:** Elodia Mendoza moved to adjourn.

**Second:** Sylvia Youngblood seconded the motion.

**Vote:** 13 approved, 0 against, 0 abstained ( 13 members present)