



Millview Elementary School

Eagle Pride/Orgullo de Águila

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English Learner Advisory Committee (ELAC) Meeting #4 - Minutes March 21, 2024

Mrs. Carrillo welcomed everyone to the meeting and introduced herself as the vice principal. She told the parents that Mr. Lowry, the principal, was getting things ready for the open house (which was scheduled the same day) but he wanted to welcome them as well. Mrs. Carrillo did so on his behalf. Mrs. Carrillo then had the parents introduce themselves and to state the name of the student they had on campus and what grade they were in. All twenty parents did so (see the list on the sign in sheet).

Mrs. Carrillo called the meeting to order at 5:05 p.m.. She had the parents look at the agenda for the afternoon and stated there were no additions or deletions to the agenda. She had the parents read over the minutes from the last meeting, which was held on May 24, 2023. There have been three attempts to have meetings this year, but only one person has shown up for each one, so there have been no meetings to report minutes for. As there are no established officers either, due to the one person showing up to each meeting, there was no approval of the minutes.

New business was discussed next. Mrs. Carrillo went over ELAC norms and the purpose of ELAC. She also discussed the importance of participating in ELAC as well as DELAC. She allowed the DELAC representative, Mrs. Maria Dela Puente to talk about DELAC a little bit and what she has learned from attending the meetings. Mrs. Carrillo went over Robert's Rules of Order and the format in which future meetings would be conducted if officers were elected that evening. She discussed the roles and responsibilities of ELAC officers before she asked if anyone was interested in serving in any of those roles. There was no nomination or elections for ELAC officers. Many of the parents expressed their concern about it being too close to the end of the school year to have nominations and elections of officers at this point. They stated it would be better to wait until the start of next school year to do so. No one was willing to step up and take on the responsibility at this point in the school year. They would rather wait until next school year. Mrs. Maria Dela Puente agreed to stay on as DELAC representative for the rest of the school year, to complete her two year term. The discussion continued for how to properly address concerns and complaints at the school level and district level. Mrs. Carrillo showed the parents the MUSD Uniform Complaint Procedure form that they could fill out, as well as the complaint



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procedure flow chart. The last thing she covered under new business was ELAC testing. She mentioned the process of how students are identified and tested. She also discussed what the ELPAC test is and the differences between initial testing and summative testing. She mentioned when each test is given and showed them a sample of the parent notification letters that get sent home.

Prior to ending the meeting, Mrs. Carrillo asked if there was any public input. If anyone had anything they would like to say. No one had any comments. She mentioned the needs assessment survey and asked the parents to go ahead and open up the link sent via parent square and fill it out, when they had a free minute. She stated she would send it out again when they returned from spring break as well. Mrs. Carrillo gave the parents the date of the next meeting, which would be May 3rd. It would be the same day as the spring cultural festival. The meeting was adjourned at 5:45 p.m.