



ELAC 101: ENGLISH LEARNER ADVISORY COMMITTEE



Chula Vista Elementary School District
Language Development and Instruction

Learning Outcomes

- Understand the requirements for an English Learner Advisory Committee (ELAC)
- Learn the responsibilities and functions of ELAC



What is ELAC?

- A school level elected committee of parents, staff and community members designated to advise school officials on English Learner programs and services.



Why ELAC?

Federal Law

- Education Code 20, Section 6312 (g)(4)

State Law

- Education Code Section 35147, 52176(b) and (c), 62002.5, and 64001(a)

State Regulations

- California Code of Regulations, Title 5, Section 11308

*** Schools with 21 or more English Learners must form an ELAC.**

Why ELAC?

To support our English Learners along their paths to lifelong learning and success.

Identification and Assessment

Language Support and Monitoring

Reclassification
4 Year Monitoring





Article 3B, pg. 4-5

ELAC Responsibilities

1. Advise on the School Plan for Student Achievement (SPSA) on goals for English Learners.
2. Support in administering a school wide Needs Assessment.
3. Share the importance of regular school attendance.
4. Elect one representative and alternate to the District English Learner Advisory Committee (DELAC).

Establishing an ELAC

Hold an
Election

Provide
Trainings

Conduct
Meetings

Roles and
Responsibilities

ELAC Election Process

Recruitment

Participation

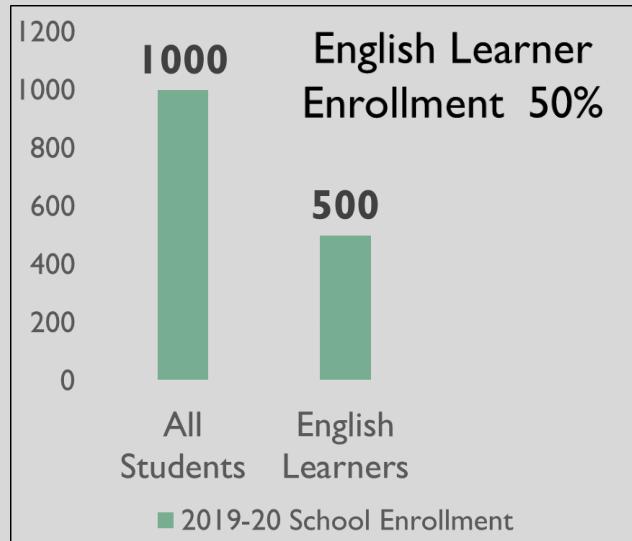
Election and Documentation

ELAC Recruitment Ideas

- **Send out invitation and nomination letter to the school community**
- **Announce** on school marquee, newsletters, website, meetings, morning assemblies
- **Set up information table** with volunteers or staff to recruit parents during school functions or during arrival and dismissal times
- **Dedicate September** as “Recruitment Month,” however recruitment should be on-going and encouraged all year
- Ask staff and parent leaders to recommend potential candidates for the committee. **Personally invite parents to participate**

ELAC Membership Requirements

- **Parents of English Learners** must be on the committee
- Percent of EL parents must at minimum **represent the same percent of EL enrollment at the school**
- **Additional members** may include school staff, non-EL parents and /or community members



Note: EL parents employed by CVESD may not be counted in the EL parent composition

ELAC Meetings Requirements

- Must be open to the public and allow for public input
- Meeting notices and agendas must be posted at least 72 hours before the meeting
- Materials discussed and/or distributed must be made available to the public
- Maintain documentation for 3 years: Agenda, minutes, sign-in sheets, presentations, and ELAC member roster

ELAC Officers: Roles and Responsibilities

Chairperson

- Leads the meeting
- Signs letters or documents
- Attends SSC meetings

Vice Chairperson (optional)

- Helps the chairperson in any or all tasks

Secretary

- Takes meeting notes
- Maintains documents in a binder

DELAC Representative

- Attends District DAC/DELAC meetings and shares information with ELAC
- DELAC Alternate attends when representative will be absent



Thank you for your
engagement!



HOME ACCESS CENTER

Chula Vista

Elementary School
District





California Assessment of
Student Performance and Progress



The Chula Vista Elementary School District will now be utilizing the Home Access Center (HAC) to share Student Score Reports for the California Assessment of Student Performance and Progress (CAASPP) and English Learner Proficiency Assessments for California (ELPAC) with parents and guardians. The HAC will allow parents and guardians to securely review, download, and save student results quickly and conveniently.



Registration and Log On Process

Select a School ▾ Language ▾

Search... Q

 **CHULA VISTA ELEMENTARY SCHOOL DISTRICT**
Each Child is an Individual of Great Worth

84 East J Street, Chula Vista, CA91910
Phone 619-425-9600



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1. Visit the CVESD website to get started at www.cvesd.org.



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2. Visit the Home Access Center page under “My Child’s School” on the Parents tab of the CVESD website, or use the following direct URL:

<https://homeaccesscenter.cvesd.org/HomeAccess>



Home Access Center



Home Access Center (HAC) is a browser-based student information system that allows you to view student information such as registration, attendance, discipline, and scheduling.



If you already have an account, click on the icon to login. Otherwise, please register first.



Guardians can create their own account by clicking on the icon or on "Click Here to Register for HAC" from the Home Access Center home page.



3. On the Home Access Center homepage, click "Register."



Home Access Center User Registration

First Name:*

Last Name:*

City:*

Zip Code:*

Register

4. Enter your first name, last name, and the city and zip code you used when you registered your child for school.



Home Access Center

My Account

Name:
Address:

Logged in as:
Email Address:
Last Login:

Change Password

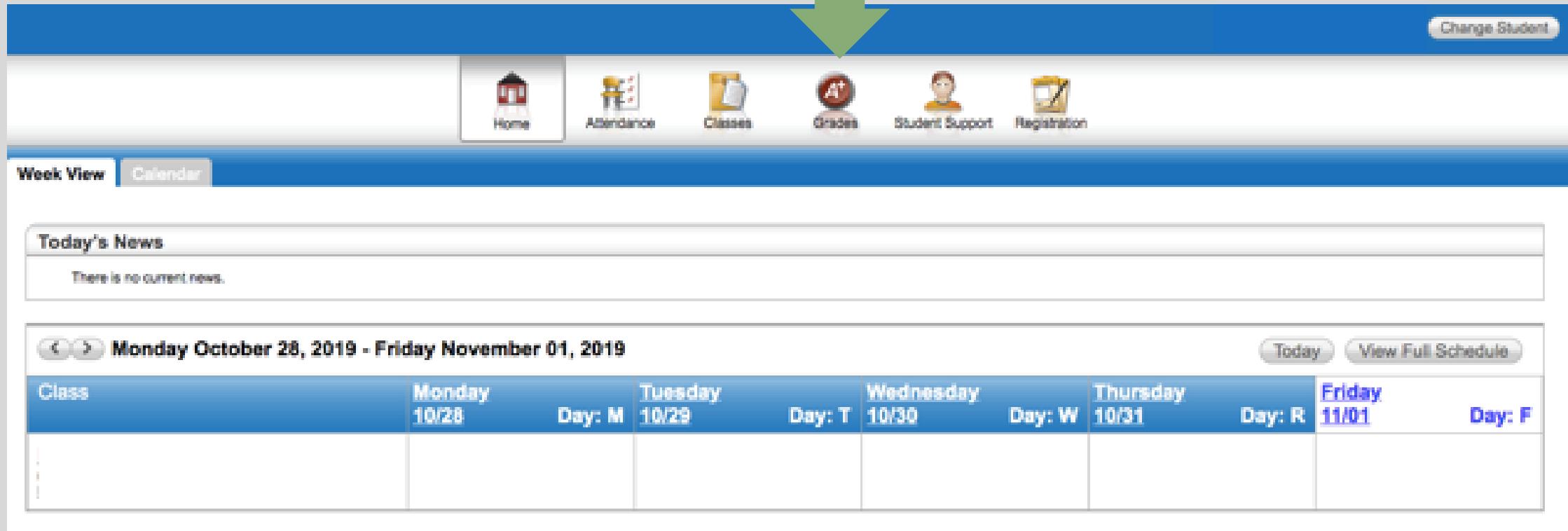
The password must contain 3 of the following 4 character types (Uppercase, Lowercase, Numbers, Symbols).

New Password: Confirm New Password:

[Continue to HomeAccess Center](#) [Logoff](#)



8. Enter your new password and click “Continue to Home Access Center.”



The screenshot shows the Home Access Center interface. At the top, there is a blue header bar with a 'Change Student' button on the right. Below the header is a navigation menu with six items: 'Home' (house icon), 'Attendance' (calendar icon), 'Classes' (book icon), 'Grades' (grade icon with an 'A+'), 'Student Support' (student icon), and 'Registration' (pencil icon). A green arrow points down to the 'Grades' icon. Below the menu is a blue bar with 'Week View' and 'Calendar' buttons, with 'Week View' being the active tab. The main content area is titled 'Today's News' and contains the message 'There is no current news.' At the bottom, there is a weekly schedule table for 'Monday October 28, 2019 - Friday November 01, 2019'. The table has columns for 'Class' and days of the week: Monday (10/28, Day: M), Tuesday (10/29, Day: T), Wednesday (10/30, Day: W), Thursday (10/31, Day: R), Friday (11/01, Day: F). There are also 'Today' and 'View Full Schedule' buttons.

9. At the top of the Home Access Center, you will see a list of menu choices.
Click the icon of the choice you wish to navigate to.



Thank you!

10. You can add or correct your email address by contacting your school secretary or Attendance Health Specialist at the school site. Thank you for reviewing this resource!