Mission Academy
AN ELEV8 ONLINE SCHOOL

February 25, 2025 @ 6 PM
Virtual Meeting

English Leaner Advisory Committee (ELAC)

Q3 Meeting Minutes

I. Welcome-

(ELAC Q3 Meeting began at 6:00 pm. Learning Center Coordinator Mathew O'Connell greeted and welcomed everyone. Mr O'Connell reviewed the AGENDA for the meeting and ML Dept. para-professional, Miguel Martinez translated. All information was shared throughout the evening in both English and Spanish. ML Dept. Instructor Cynthia Garcia-Doane shared about the importance of Parent and PCG comments and opinions being documented at each meeting, as required by law. Parents and PCGs were invited to use the CHAT feature in their computers to share their names, their student's name and give their responses to questions they would be asked throughout the night's presentation.)

II. The Importance of Parent Comments and Opinions Documented

(ML Dept. Instructor Cynthia Garcia-Doane shared about the importance of Parent and PCG comments and opinions being documented at each meeting, as required by law. Parents and PCGs were invited to use the CHAT feature in their computers to share their names, their student's name and give their responses to questions they would be asked throughout the night's presentation.)
QUESTION #1 was asked in English and Spanish by ML para-professional Evelyn Gonzalez Lima.
Are you satisfied with the notifications you receive from the school? Do you find them clear and in a language you understand?

III. Attendance Matters

(Matt O'Connell and para-professional Lisa Romero reviewed the importance of attendance in reaching the student's goal of graduation. The differences of attendance credit in a traditional "brick & mortar" school and online school were contrasted and explained. The student in a traditional school just needs to be present at the school to be credited their attendance.

A student in an online school must, not just login, but also complete a certain amount of work and submit it to be considered in attendance.)
Two questions were asked as a follow-up opportunity for the audience to give feedback.
The audience was invited to put their responses in CHAT.

QUESTION #2: What is the main difference between how traditional schools collect attendance and how Elev8 Online Schools count attendance?
QUESTION #3: Besides text messages, is there anything else that would help you monitor your student's progress to make sure they finish their class within 4 weeks?

IV. Brief Explanation of EL Funding and Budget

(Cynthia Garcia-Doane, explained how the money the school receives is allocated in accordance with requirements specified by the Education Code, state regulations and school policies and procedures. She differentiated what the school General Funds pay for and what specific EL funds pay for. She explained that the Local Control Accountability Plan or LCAP is how a school reports how it spends its budget to the State and public. She explained that the role of ELAC was to provide recommendations and give input to the school regarding what they would like to see included in the school's plan. She shared a page from the school's English Learner Master Plan that explains EL funding in further detail and that the Master Plan is available to the public both in English and Spanish.)

V. Needs Assessment Results

(Evelyn Gonzales Lima shared the results of the ELAC Committee's Annual Needs Assessment Survey of all parents, guardians of EL students and adult EL students. She stated that the survey results are used to inform the school on how to better support English Learner students and their families. The information shared was as follows:
**There were 52 responses to the feedback form.*
**19.2% of the parents and adult student responders believed that informing students about how school decisions are made would encourage them to join ELAC.*
** In response to our 1st LCAP goal: Increase Academic Progress, the survey presented 5 possible actions for parents to select from and an "Other" option to add their own ideas. The responses were as follows-*

-34.6%, More tutoring opportunities for students
-21%, Incentives for students to stay on track
-15.4%, Additional support for English Learners
-9.6%, Stronger communication between teachers and parents
-9.6%, More workshops/resources for families
-9.6%, Other

**In response to "Which benefits would encourage your child to join ELAC?" The responses were as follows:*
-21.2% Learn how school decisions are made
-19.2% Other

-17.3% Gain leadership skills (public speaking, teamwork)
-13.5% Develop confidence by speaking in
-13.5% Learn how to advocate for themselves
-9.6% Add leadership/community service to college or job applications
-5.8% Represent the voice of English Learners

**There were 43 responses to the parent workshop interest form. The responses were as follows:*

-53.3% of the respondents said they would be excited to join a workshop offering tips and free resources to support their students' schoolwork.
-The most preferred time for the workshop is weekdays after 5:00 PM.
-76.7% indicated that they would like the workshop to be 30 minutes long.

A fourth question was asked as a follow-up opportunity for the audience to give feedback. The audience was invited to put their responses in CHAT
QUESTION #4: What do you think could be changed, if anything, to our plan to better serve our EL students?

VI. English Language Proficiency Assessments ELPAC) Update

(Lisa Romero, shared the latest information on the administration of the ELPAC test to our ML students. She shared that the ELPAC testing window is from 2-1-26 through 5-31-26. She shared a table of data that showed the total number of students in each of the individual 3 school charters and Elev8 School Online in total. The table showed how many students had been tested so far in each charter and the school as a whole, the remaining number of students to be tested and the percentage of students completed. She also shared two links to a video that parents could view for more information about ELPAC, one in English and one in Spanish.)
A fifth and sixth question was asked as a follow-up opportunity for the audience to give feedback. The 5th question was in 2 parts, 5a and 5b. The audience was invited to put their responses in CHAT.
Miguel Martinez supported the Spanish translation.
QUESTION #5a :Do you know your student's current ELPAC level?
QUESTION #5b: Have you received past reports from the State of California?
QUESTION #6: What is one thing you will do this year to stay involved with our school?
(Choose one of the following and please write the number of our choice in the Chat.)

1. *Communicate regularly with my child's teacher*
2. *Read school newsletters and updates*
3. *Provide feedback on school processes and the LCAP*
4. *Connect with other parents to share and discuss our resources*

VII. Final Meeting Date for SY 25-26: April 29, 2026

(Evelyn Gonzalez Lima shared the upcoming date of the next and final ELAC Meeting for the year: **April 29, 2026 @ 6:00 PM)**

VIII. Adjournment

(All attendees were thanked for their attendance and participation by Mathew O'Connell and the meeting was adjourned at 6:44 PM.)

Respectfully submitted: Cynthia Garcia-Doane, ML HQT Instructor

Join the Teams Meeting: JOIN Meeting**To Join Phone: +1 657-207-0015…91730800#**