



San Diego Mission Academy

English Learner Advisory Committee (ELAC) Quarter 1 Meeting Minutes

Location: Virtual Online
Attendance - 75 attendees

Date: 8/27/25

Time: 6:00 pm

I. Welcome (Presented by Ms. Wyona Jimenez, EL Specialist)

- A. ELD Specialist Wyona Jimenez opened the meeting by welcoming participants, explaining the purpose of the English Learner Advisory Committee (ELAC), and outlining the agenda, emphasizing the importance of parent and teacher involvement in supporting multilingual students. Wyona explained that the ELAC exists to give parents and families a voice in decisions affecting multilingual students, highlighting the committee's focus on inclusivity and the need for Spanish translation due to the high percentage of Spanish-speaking families. Wyona stressed the significance of parent and teacher participation, noting that their commitment is vital for strengthening programs and supporting students' academic and personal growth.
- B. New ML Dept. HQT staff member, introduced: Ms. Yesenia Towers.
- C. Ms Jimenez shared the evening's agenda.
- D. All information was shared in English and Spanish throughout the Presentation.

II. Importance of Parents' Comments and Opinions Documented at the Meeting. (Presented by Ms. Cynthia Garcia-Doane, ML HQT Instructor)

- A. Parents were informed of the proof of parent attendance that is required for online schools by the State of CA.
- B. Parents were instructed on how to use the CHAT feature on their computers and phones.
- C. Parents were asked to enter their name in the CHAT, along with the name of their student, and their relationship to the student.
- D. Parents were informed that they would be asked questions to respond to, throughout the evening's presentation.

III. What is ELAC? (Presented by Mrs. Sandra Alcantar Lopez, ML HQT Instructor)

- A. The purpose and role of ELAC was defined.



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- B. The NEW ELAC parent officers for the year were announced and their roles and responsibilities were shared. The officers for the 25-26 SY are:
 - 1. **Chairperson:** Presides over all ELAC meetings, may sign letters, reports, and other communications from the committee.
 - 2. **Vice-Chairperson:** Assists the chairperson and performs the duties of the chairperson in their absence.
 - 3. **Secretary:** Maintains all written records of the meetings.
- C. Parent Question #1 was asked: *What do you feel would help to increase parent participation at ELAC meetings?*

IV. Review of 2025-2026 LCAP Goals (Presented by Cynthia Garcia-Doane, ML HQT Instructor)

- A. The LCAP ML goals for this school year were reviewed for all three charter schools: MA, SDMA, PG.
- B. In addition, a brief explanation was given regarding the first goal of: Increase Academic Progress
- C. Parent Question #2 was asked: *What is one thing you think would help your child make more academic progress this year?*

V. Elev8 Student Learner Outcomes (G.R.I.T.) (Presented by Ms. Wyona Jimenez, EL Specialist)

- A. Ms. Jimenez shared the 4 learner outcomes that make up our school's mission to foster in our students.
- B. GRIT are the initials for each of the components. They are: Growth, Resilience, Independence, & Transformation. Ms. Jimenez elaborated on each of them.
- C. Parent Question #3 was asked: *Which of these ideas do you think is the most important for your child? Why?*

VI. NWEA Testing (Presented by Mrs. Sandra Alcantar Lopez, ML HQT Instructor)

- A. Mrs. Alcantar Lopez explained what the required NWEA test is, who takes it, and when they take it.
- B. Parents can communicate with their children's Academic Advisor if they need any more information regarding their student's NWEA test.

VII. Reclassification (Presented by Ms. Yesenia Towers, ML HQT Instructor)



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- A. What Reclassification is and the process of how a student moves from being designated an English Learner to being officially redesignated as Fluent English Proficient was shared along with the specific criteria.
- B. A new initiative was announced: ELPAC Prep Sessions will begin starting in LP3 (August 25, 2025.) These NEW prep sessions will be fun and focus on Listening/Speaking/Reading/Writing. Parents were asked to encourage their students to participate.

VIII. Reclassification Celebration (Presented by Mrs. Brenda Requena-Sazo , ML HQT Instructor)

- A. Mrs. Requena-Sazo congratulated ALL 30 of our NEWLY RECLASSIFIED students.
- B. A video was shared of our student's Academic Advisors personally congratulating each of their students. (Beautiful!)
- C. A "Gift Surprise" of a FREE book from Barnes and Noble was given to each of our Reclassified students. The process for getting their choice of book was explained and the contact person they need to communicate their choice to: Mrs. Sandra Alcantar Lopez, ML HQT

IX. Multilingual Department (Presented by Ms. Jasmine Przybyla, ML Data Clerk)

- A. The list of staff members and their contact information was shared
- B. Attendees were asked if they had any questions regarding any part of the presentation or anything else. No questions were asked. A barcode was shared where parents were asked to give feedback.

X. Next Meeting Date

- A. Next meeting will be on 11/5/25 at 6:00 PM

XI. Adjournment

- A. Ms. Wyona Jimenez thanked all for attending.
- B. The meeting was adjourned and ended at: 6:58 pm.

Respectfully submitted: Cynthia Garcia-Doane 8/28/27