

Advisory Committee on English Learners

20 September 2023, 7 PM Room 202 Syphax Education Center

Present: Amy Graham (Chair), Jared Peet, Sam Klein – Office of English Learners (OEL), Terri Murphy, Office of English Learners

Absent: Anne Zebra, Luisa Concepcion (APS Teacher), Patty Gallardo. Note: Mike Steenhoek is unable to serve on the committee this year.

Opening: The meeting began promptly at 7 PM.

Agenda Items

1. **OEL Update:** Sam Klein gave an OEL update on the opening of school, the Department of Justice (DOJ) settlement agreement, which has been extended for a year, the OEL Strategic Plan and the APS Strategic Planning Process.
2. **ACTL Update:** Amy Graham gave an update on the ACTL noting that there are now two deadlines for recommendations. Those affecting the budget or program of studies must go to the ACTL in December and the School Board in January. Other recommendations may be made in May / June. We have been asked to keep recommendations to one page although appendices are acceptable. Finally, we need to consistently keep, approve and post minutes of our meeting.
3. **ACEL Mission Statement:** Amy Graham asked the group to review the current ACEL mission statement in light of the role of the subcommittee as defined by the ACTL chair and examples of other subcommittee mission statement. She noted that the word instruction is notably absent. Other participants noted that the ACEL subcommittee plays an additional role with its focus on engaging families of English Learners. We agreed to consider a revised and possibly shorter statement at our next meeting.
4. **Spring 2023 Subcommittee Recommendations:** The group considered four recommendations made in the spring of 2023 by the Math, Science, English Language Arts (ELA) and Early Childhood Subcommittees. The purpose of the discussion was to consider ways strengthen those recommendations to ensure they support English learners. For example, we discussed advocating for the new math interventionists and math coaches to have EL certification and/or professional development. We plan to revisit these recommendations at our October meeting.
5. **Focus Areas for 2023-24:** The group considered area of focus for our work this school year. We want to monitor the implementation of Parent Square, which replaced Talking Points as a text-based messaging system with translation. Parent Square has differences and some enhanced capabilities. Other areas of interest include the best practices for English learners at the secondary level; parent communication and parent needs. We will revisit this topic at our October meeting.

Key Decisions and Action Items

1. Amy Graham will draft a revised ACEL mission statement for consideration at our October meeting.

Next Meeting: 25 October 2023, 7 PM, Room 202 Syphax Education Center