



# ELD Advisory Committee – Meeting Minutes

December 12, 2022 | 3:30-5:00pm | Pioneer Center

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**Members Present:** Jenny Ahn, Jim Bruce, Sandra Casanova, Jennifer Hamilton, Celeste Hufford, Roberta Kramer

**Members Absent:** Kelli Dahmen, McKenzie Rowley, Anissa Terres

3:39 PM- Roberta Kramer called the meeting to order.

## Meeting Minutes

- Review minutes from 10.11.22
- Meeting Norms
  - Be to meeting on time
  - Focus on what we can do
  - Use data to make decisions and drive discussion
- ELD parent engagement updates –
  - Family Q & A Night, October 19 at Jefferson Elementary School
    - About seven families attended event with a couple of the families of middle school students attended. Parents were positive about the event. One attending family member offered to volunteer for the December Literacy Night.
  - Literacy Night planning for 12.14.22
    - Teachers requested small pocket printer for photo booth activity at Literacy Night. Last year teachers had access to a small phot printer that connected with smart phone. Children would choose a background from around the world from phone app and take a photo home with them as memento from evening. The photo booth a successful activity and hope to offer again this year and in subsequent years. Other options including emailing photo were considered, but purchasing small photo printer was deemed best option.
- Parent newsletter
  - The annual ELD program newsletter was translated into Spanish, Arabic, and Chinese and will be posted to the District ELD website this week. Copies of the newsletter with translations are located in the ELD Teams folder for teachers to email or copy and send home with students.
- Program Review
  - A program review tables was presented. A request was made to have enrollment broken down by grade level for each school. It was shared that this information exists and will be shared.
  - There was a question regarding languages and how is it determined when Native American students are to receive ELD services. The process is different from TBIP students who are screened for proficiency within 10 days of enrollment should a parent return a home language survey that lists a language other than English. For Native American student whose language is English, staff monitor the student’s academic progress the first semester. If a student is determined to be struggling and/or below grade level on assessments, a guardian’s permission will need to be obtained to screen the student. This process is followed because Pullman SD does not receive Title VI money.

- Family Survey
  - Presentation of the ELD Family Survey results. Compared to the previous year, fewer surveys were returned. There was a similar distribution of scaled responses to questions as last year.
  - In response to the committee's previous year review of survey questions, the 22-23 survey was shorter as two questions from the previous year were removed. The survey questions are from a template provided by OSPI and the committee considered the removed questions were designed for dual language ELD programs.
  - Fewer families returned surveys this year than last. A discussion was opened whether the survey could be handed out later in the year. A suggestion was made that perhaps with more time in the ELD program families would be more likely to share their opinions as they have spent more time in the program. Extending the timeline and/or submitting survey requests later in the year would be an option provided the results are returned with time to summarize results prior to the April ELD committee meeting. Survey information is needed to inform program planning for the following year. The suggestion was made that Microsoft Forms does offer translations and is something to consider.
  - It was discussed that the intent of the family survey was to provide a big picture of the district, but the questions was raised whether the survey could be refined to each school. An interest in filtering responses to each school was expressed.
  - Further discussion of survey distribution and timeline is scheduled for the February ELD Advisory Committee meeting. Instructional programs staff will review options for administering the parent survey electronically.
- WIDA planning
  - Elementary ELD teachers are planning to begin WIDA ACCESS testing the week of February 6<sup>th</sup>.
- Agenda items for next meeting
  - Review state assessment Refusal Form
  - Update on Family Literacy Night
  - Growth and proficiency data
  - Family survey review

Meeting adjourned at 4:39 PM