



**KIPP ACADEMY LYNN PUBLIC CHARTER SCHOOL AND  
KIPP ACADEMY BOSTON PUBLIC CHARTER SCHOOL  
MINUTES OF THE MEETING OF THE LYNN ELPAC MEETING  
December 12, 2019 | 5:15pm**

The Lynn ELPAC of **KIPP ACADEMY LYNN PUBLIC CHARTER SCHOOL and KIPP ACADEMY BOSTON PUBLIC CHARTER SCHOOL** (collectively, the “Schools”) convened at 5:00 p.m. on December 12, 2019 at 90 High Rock Street Lynn MA, and held in compliance with the open meeting laws.

The following attendees were present: Dana Gottlieb, Sam Fitzgerald, Laura Bean-Allen, Lauren Strainge, Meryeme Rafiq, Abdallah Rafiq, Nelson *last name not listed*, Sindy Lope, and Reyna Aguila.

Gottlieb called the meeting to order at 5:00 p.m. and presided throughout the meeting. Gottlieb kept the minutes of the meeting. Gottlieb ascertained that sufficient participants were present at the meeting.

After welcoming the participants who were present at the meeting, Gottlieb then presented the agenda as follows: (1) English Learner (EL) and Multilingual Learner (MLL) at KIPP; and (2) Access test information.

**1. English Learner and Multilingual Learner**

Gottlieb presented on EL instruction at KIPP highlighting small group instruction and co-teaching. She also spoke to her experience working with a small group of kindergarteners in the in her classroom and the support she and Fitzgerald provided to teachers. There are many different structures are used to facilitate co-teaching, untimely the goal is the work with the classroom lead teacher to plan support for students. Gottlieb then discussed the process for a former English learner student. Students who achieve a certain score on ACCESS are eligible to exit the program. Students will then be monitored for 4 years to ensure they are continuing their academic success. If they continue to struggle the EL teacher will work with classroom teachers to decide if students need to re-enter the program and continue to receive support from an EL teacher. Ultimately, the goal is to ensure each English learner or multilingual learner student is supported in their academics.

**2. ACCESS Test information**

Gottlieb lead ACCESS test information. Each English learner student will take the Access test in January, the test asses the students speaking, listening, reading and writing. Parents will receive score reports in the spring, the scores determine whether the student will remain the English learning program or exist. A high score indicates the student is stronger in the tested area and



will need less support in their academic classes, while a lower score indicates the need for counite support. Families are encouraged to ensure their child gets a goodnights rest, eat breakfast at home or school, and to remind their child to utilize the skills they've learned at school to prepare for the Access test.

The meeting adjourned at 6:15 p.m.

List of Documents Used at the Meeting *(These documents must be retained by the public body, but do not need to be physically stored with the meeting minutes.)*

- N/A
- 

DRAFT