

DHC ELAC Meeting Agenda, 9/2/21

1. Welcome
2. Discuss the purpose of the ELAC
 - a. **Purpose:** The English Language Advisory Committee (ELAC) is a school-level committee comprised of parents, staff, and community members who help advise the school on English Learner programs and services.
 - b. **ELAC Members:** All parents of English Learners are provided the opportunity to be a part of the ELAC and to vote for ELAC Officers. Other members may include the principal, teachers, paraprofessionals/tutors, and community members.
3. Overview of member responsibilities
 - a. **ELAC members responsibilities**
 - i. Follow the school Bylaws
 - ii. Send and receive information about the school
 - iii. Advising the school in the develop of the English Learners plan and the Local Control and Accountability Plan (LCAP).
 - iv. Participate in school feedback surveys
 - v. Review and comment on the LEA's reclassification procedures.
 - vi. Review and comment on the written notifications required to be sent to parents and guardians.
 - b. **School responsibilities**
 - i. Hold and facilitate quarterly ELAC meetings
 - ii. Hold elections and provide training to the ELAC officers.
 - iii. Ensure that all legally required functions of the ELAC are completed each school year.
 - iv. Provide ELAC members with advance notice of the meeting time, agenda, and virtual or in-person information.
 - v. Post ELAC agendas 72 hours in advanced.
 - vi. Facilitate communication between the ELAC and Parent Advisory Committee (PAC).
 - vii. Maintain meeting agendas, minutes, and record of attendance for all ELAC meetings.
 - viii. Support ELAC meetings: Establish convenient meeting times, provide translation of all notices, provide translation during meetings, and provide childcare, as needed.
4. Election of Chairperson, Vice-Chairperson, and Secretary
 - a. **Elections and voting rights:** The parents/guardians of English Learners shall elect the members of ELAC. Parents/guardians of English Learners and community members shall be provided the opportunity to vote in the election.
 - b. **ELAC officers and duties:** The officers of the ELAC are a chairperson, vice-chairperson, and secretary. The chairperson, vice-chairperson, should be parents of EL students or a community member.

Role	Duty
Chairperson	<ul style="list-style-type: none">• Presides over all ELAC meetings, may sign letters, reports, and other communications from the committee.
Vice-Chairperson	<ul style="list-style-type: none">• Assists the chairperson and performs the duties of the chairperson in their absence.
Secretary	<ul style="list-style-type: none">• Maintains all written records of the meetings.

5. **Place of Meetings:** Meetings may be conducted virtually or in person, when available. Attendance and minutes of the meeting will be taken.
6. **Mission/Vision/Student Learner Outcomes**

- a. Mission: The DHC’s mission is to provide a safe and inclusive learning environment dedicated to empowering a unique student population by providing them with a personalized approach to learning and the necessary skills to advocate for themselves in a dynamic world.
- b. Vision: The DHC vision is that all students will graduate with the resilience, confidence, and 21st-Century Skills needed to thrive in their careers, be engaged with their communities, and lead meaningful lives.
- c. Student Learner Outcomes
 - i. Resilient: Employing a growth mindset in their academic and personal pursuits.
 - ii. Confident: Demonstrating self-efficacy by taking ownership of their learning.
 - iii. Critical Thinkers: Integrating knowledge from their learning to anticipate obstacles, solve problems, and address real-world issues using innovative thinking.

7. School goals and plans

a. LCAP

- i. Increase academic performance
- ii. Students will gain skills for college or career readiness
- iii. Increase student retention
- iv. Increase stakeholder engagement

b. Title I

- i. Improve academic achievement for English Language Learners, foster youth, and low-income students
- ii. Implement a well-rounded instructional program to meet the academic needs of all students

c. ELO Grant

- i. Extended instructional time
- ii. Closing the learning gap
- iii. Integrated student supports
- iv. Providing students with adequate technology
- v. Supporting credit deficient students
- vi. Professional development for staff on social-emotional health and academic needs

8. Reclassification and Student Growth Awards

9. Please complete the Google survey to provide feedback and state interest in an ELAC position

- a. <https://forms.gle/r22HZJzLHWJcX1om8>

10. 2021 – 2022 School Year ELAC Meeting Dates and Times:

- a. 9/2/21, 11/5/21, 3/8/22, 5/3/22
- b. Start time: 6 pm

Google Meet: <https://meet.google.com/lookup/csb76c7gsr>