

DHC Q1 ELAC Minutes

Participants: 11 Start Time: 6:05 pm

Presented by: Elizabeth Jimenez and Jackie Sanchez

Welcome to the 2020-21 SY and our first ELAC meeting

I am Mrs. Jimenez and I teach your students to learn English

Ms. Taylor is here to answer any of your questions.

Agenda

1. Presentation of the Purpose of the ELAC
2. Presentation of the ELAC School Responsibilities
3. Review the school calendar
4. Create a Needs Assessment
5. Announce Future ELAC Dates

6-9 pm Mrs. Morales is available to assist you on English, Social Studies, and Science, one-on-one appointments, click on link select day and time that work for you, I also work on electives to help with English language development

<https://bit.ly/eltutoringappointment>

Ms. Tesse is a new tutor to assist you virtually 11-4 pm, link to Ms. Tesse's schedule to sign up for tutoring

<https://calendly.com/tran-dhc/tutoring-with-ms-tessie>

What is ELAC?

English Learner Advisory Council (ELAC)

A group of people (parents, students, community members) who want to advocate for English Learners.

Participants will have the opportunity to:

1. Participate in the school's needs assessments of students, parents, and teachers.
2. Advise the principal and school staff on the school's program for English Learners.
3. Provide input on the most effective ways to ensure regular school attendance.
4. Advise the Parent Advisory Committee on the development of the LCAP goals and LCP as it pertains to Els.

School Responsibilities and ELAC

1. Hold Quarterly ELAC meetings (Example: August, December, March, June)
2. Hold elections for ELAC parent members.
3. Hold elections for ELAC officers. – If you would like to be an officer, you would have an opportunity to run and get voted in.

4. Provide sufficient ongoing training for elected ELAC officers.
5. Facilitate regular ELAC meetings.
6. Ensure that all legally required functions of the ELAC are completed each school year.
7. Facilitate correspondence between ELAC.
8. Facilitate communication between the ELAC and other leadership groups, such as the Parent Advisory Committee (PAC).
9. Maintain minutes of all ELAC meetings and a record of attendance.
10. Support ELAC meetings by:
 - a. Establishing convenient meeting times.
 - b. Providing translation of all notices.
 - c. Providing translation during meetings and childcare, if needed.

Translation can be asked, and I will get all of this information into the language of your choice.

School Calendar

September/October/November

- Welcome – introduction of EL parents, parents, teachers, and principal
- Discussion on purpose of the ELAC
- Development/Advise of a school's Needs Assessment as it relates to ELs.
- Parents/Guardians/Students of English Learners elect parent members of the school committee
- All parents shall be provided the opportunity to vote for committee members
- Review and plan yearly ELAC calendar: agenda, location, dates for future meetings, guest speakers

Two members have joined that are going to begin discussing the dates and topics of future meetings. If you are interested in joining, you can be a part of selecting the dates/times and topics.

December/January/February

- Training of ELAC Officers/Members in carrying out their legal responsibilities
- Review a comprehensive school Needs Assessment Survey results as it relates to programs and services for English Language Learners from parents of EL students.
- Complete and Submit ELAC Recommendation Form to school leadership and Parent Advisory Committee (PAC) to be considered for advisement.

Needs Assessment

Please, helps us select the next meeting topics by completing a short survey.

Needs Survey

DHC ELPAC Awards

Level 4; Level Increase