

English Learner Advisory Committee

October 11, 2022

[Via Google Meet](#)

5:00pm-6:00pm

Agenda

School: Carter High School

Date: 10/11/2022

Items	Actions	Notes/ Follow-up
1. Welcome and Introductions	a) Introduction of all present b) Review of sign-in procedures	
2. Review of Agenda	a) Brief explanation of each item b) Requests for additional items	
3. Home Language Survey	a) Discuss entrance criteria	
4. Presentation of the Purposes of the ELAC*	a) Review purposes b) Clarify as needed	
5. Presentation of the Duties of the ELAC Members*	a) Review duties b) Clarify as needed	
6. Presentation of the ELAC School Responsibilities*	a) Review responsibilities b) Clarify as needed	
7. Review of the Roles of the ELAC Officers* and Seek Nominations	a) Present the roles of the officers b) Seek nominations to constitute a viable group c) Explain election procedures to be used at the school: general election or ratification	
8. Hold Election of DELAC Representative	a) Review duties of DELAC representatives b) Request volunteers or take nominations c) Conduct election through secret ballot or acclamation	
9. Report out previous years needs assessment.	a) Site EL Presentation b) Discuss findings	
10. Announce Future Meeting Dates	a) Provide a calendar b) Set meeting date and times	
11. Adjournment	a) Announce when minutes will be available	

