

	English Learner Advisory Committee	
	School Name _____	
	COMITÉ CONSEJERO ESCOLAR para ALUMNOS QUE ESTAN APRENDIENDO INGLÉS	

DATE _____

- 1.0 Welcome and Introductions
- 2.0 Approval of Agenda and Minutes
- 3.0 Rationale for Establishing ELAC (English Language Advisory Committee)
 - 3.1 Parent Groups: Roles & Responsibilities
 - 3.2 Uniform Complaint Procedures
- 4.0 Training: The Four Legal Points/Elements of ELAC
 - 4.1 The development of a master plan for English Language Learners for the school site
 - 4.2 The development and implementation of the School Needs Assessment study
 - 4.3 Assist in the administration of the school's language census (R-30)
 - 4.4 Participate in finding ways to assist parents in becoming aware of the importance of regular school attendance
- 5.0 ELAC Elections
 - 5.1 ELAC Members
 - 5.2 ELAC Officers (Chairperson, Vice Chairperson, Secretary)
 - 5.3 DELAC representative (two official representatives and one alternate)
- 6.0 Discuss future ELAC Meeting dates and set times

Suggested dates:

 - October 5, 2009
 - December 7, 2009
 - February 8, 2010
 - April 5, 2010
 - May 31, 2010
- 7.0 Review projected budget and ELL programs provided advice on priorities
- 8.0 Report to/from SSC
- 9.0 DELAC Report
- 10.0 Opportunity to discuss other school issues
- 11.0 Closing

Our next meeting will be: _____



	English Learner Advisory Committee	
	School Name	
	COMITÉ CONSEJERO ESCOLAR para ALUMNOS QUE ESTAN APRENDIENDO INGLÉS	

DATE _____

- 1.0 Welcome and Introductions
- 2.0 Approval of Agenda and Minutes
- 3.0 Focus on Legal Points/Elements of ELAC
 - 3.1 Development of a master plan for English Language Learners for the school site
- 4.0 Training: The school instructional program for ELL students
 - 4.1 Curriculum
 - 4.2 Supplemental Materials/Programs
 - 4.3 Parent Advice
- 5.0 Review/discuss projected budget and provide advice on priorities
- 6.0 Report to/from SSC
- 7.0 DELAC Report
- 8.0 Opportunity to discuss other school issues
- 9.0 Closing

Our next meeting will be: _____



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	School Name	
	COMITÉ CONSEJERO ESCOLAR para ALUMNOS QUE ESTAN APRENDIENDO INGLÉS	

DATE _____

- 1.0 Welcome and Introductions
- 2.0 Approval of Agenda and Minutes
- 3.0 Focus on Legal Points/Elements of ELAC
 - 3.1 Participate in finding ways to assist parents in becoming aware of the importance of regular school attendance and discuss the effects of absences on ADA.
- 4.0 Training: Importance of good attendance
 - 4.1 How to report absences
 - 4.2 Effect on student learning
 - 4.3 Problems parents have with school absence procedures
 - 4.4 Loss of school funding (excused and unexcused absences)
 - 4.5 Parent advice on how to improve attendance
- 5.0 Review/discuss projected budget and provide advice on priorities
- 6.0 Report to/from SSC
- 7.0 DELAC Report
- 8.0 Opportunity to discuss other school issues
- 9.0 Closing

Our next meeting will be: _____



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DATE _____

- 1.0 Welcome and Introductions
- 2.0 Approval of Agenda and Minutes
- 3.0 Focus on Legal Points/Elements of ELAC
 - 3.1 Discuss the development and implementation of the school needs Assessment study to discover the overall understanding that parents have of the instructional program for English Language Learners.
- 4.0 Training: The School Needs Assessment of Instructional Programs for ELLs
 - 4.1 Purpose
 - 4.2 Procedures
 - 4.3 Results
 - 4.4 Parent Advice
- 5.0 Review and conduct ELAC evaluations
- 6.0 Election procedures (elections for upcoming school year next meeting)
- 7.0 Review/discuss projected budget and provide advice on priorities
- 8.0 Report to/from SSC
- 9.0 DELAC Report
- 10.0 Opportunity to discuss other school issues
- 11.0 Closing

Our next meeting will be: _____



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DATE _____

- 1.0 Welcome and Introductions
- 2.0 Approval of Agenda and Minutes
- 3.0 Review ELAC bylaws for possible changes
- 4.0 Focus on Legal Points/Elements of ELAC
 - 4.1 Review the results of last year's R-30 and the implication that has on budget.
- 5.0 Training: The R-30
 - 5.1 Purpose
 - 5.2 Process
 - 5.3 Results
 - 5.4 Parent Advice
- 6.0 Elections
- 7.0 Review results of ELAC annual evaluation
 - 7.1 Review the four points/elements of ELAC
 - 6.1.1 Were the four legal areas of ELAC covered?
 - 6.1.2 Are parents satisfied with the ELAC meetings?
 - 7.2 Focus on developing goals for next year
- 8.0 Review/discuss projected budget and provide advice on priorities
- 9.0 Report to/from SSC
- 10.0 DELAC Report
- 11.0 Opportunity to discuss other school issues
- 12.0 Closing

Our next meeting will be: _____

