

**WPCS English Language Advisory Council (ELAC)**

**Oct. 18, 2023 8:30 AM- Cafeteria @ Eastside**

**Zoom: Meeting ID: 927 6718 1617**

|  | **Parent and Community Members** |
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| **Principal: Danielle Fee** | **Chairperson**: |
| **Staff: Danielle Fee** | **Co-Chairperson**: |
| **Melissa Deis** | **Secretary:** |
|  | **DELAC Representative:** |

**Time – Person - Topic**

| 1.0 Call the meeting to order and Introductions 5 minutes – Danielle Fee |
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| 2.0 Approve minutes from September 20th 5 minutes- Danielle Fee |
| 3.0 ELAC/DELAC presentation 10 minutes – DELAC representative |
| 4.0 Requirements, Duties and Selection: 10 minutes – Danielle Fee  **Chairperson**: must be a parent member of the committee and retains the right to vote.  **Co-Chairperson:** must be a parent member of the committee and retains the right to vote. Assists the facilitator and fills in if the facilitator isn’t present.  **Secretary:** The secretary must be a member of the committee, but does not need to be a parent of an English Learner. The Secretary maintains all written records of the committee, including all correspondence, a register of the addresses and telephone numbers of the committee members and copies of the minutes and agendas.  **Representative To DELAC**: The DELAC representative and/or alternate represents the site ELAC and transmits to the site ELAC information provided at the DELAC monthly meetings. |
| 5.0 Meeting Dates, times, and location 5 minutes- Danielle Fee |
| 6.0 The importance of Attendance 5 minutes- Danielle Fee |
| 7.0 LCAP review/[School Comprehensive Safety Plan](https://docs.google.com/document/d/1vSAo9mMGN9zob0tvopC55UpPZTKzHdK3/edit?usp=sharing&ouid=117826412747953103669&rtpof=true&sd=true) 10 minutes – Danielle Fee |
| 8.0 Open Discussion of parent and community 10 minutes – Danielle Fee  Items of interest for future meetings. Review of SWUN Math, technology you can use at home, etc. |
| 9.0 Adjournment  **2023-2024 Proposed Meeting Dates** |
| | **ELAC: Hillsdale** | **DELAC: District Office (4PM @ district office and on zoom)** | | --- | --- | | **Dec. 20th** | **December 13th** | | **April 24th** | **February 27th** | | Additional meeting if needed **TBD** | **April 24th** | |  |  |   Interpreters in Spanish provided  Questions: English Learner Department at 566-1600 ext. 50184 |