



**Westside Elementary English Language Advisory Council (ELAC)**

Join Zoom Meeting

<https://zoom.us/j/3667725047?pwd=RmRGRExIZIRLdFpsTzlyZHJvTGJUQT09>

**Sept. 27, 2023**

**3:00 PM**

**MINUTES**

	<b>Parent and Community Members</b>
<b>Principal: Kris Jordan</b>	<b>Chairperson:</b>
<b>Staff: Kris Jordan</b>	<b>Co-Chairperson:</b>
	<b>Secretary:</b>
	<b>DELAC Representative:</b>

**Time – Person - Topic**

1.0 Call the meeting to order and Introductions	<b>Opened Zoom at 3:00 and called the meeting to order and introductions were made. Principal Jordan had all attendees type name into the chat box for formal attendance.</b>	5 minutes - Kris Jordan
2.0 Approve minutes from 5-5-23	<b>Minutes reviewed and approved</b>	5 minutes- Kris Jordan
3.0 ELAC/DELAC presentation	<b>Slide presentation given on roles, duties and purpose of ELAC</b>	10 minutes - Kris Jordan
4.0 Requirements, Duties and Selection:		10 minutes - Kris Jordan
<p><b>Chairperson:</b> must be a parent member of the committee and retains the right to vote.</p> <p><b>Co-Chairperson:</b> 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.</p> <p><b>Secretary:</b> 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.</p> <p><b>Representative To DELAC:</b> The DELAC representative and/or alternate represents the site ELAC and transmits to the site ELAC information provided at the DELAC monthly meetings.</p> <p><b>Reviewed by Principal Jordan</b></p>		
5.0 Vote to Combine SSC/ELAC	<b>Vote was 2-0 in favor of combining Westside ELAC with SSC for the remainder of the 2023-24 school year.</b>	5 minutes- Kris Jordan
6.0 The importance of Attendance	<b>Principal Jordan reviewed why ELAC is important for the community and parents.</b>	5 minutes- Kris Jordan
7.0 SPSA review/School Compact & Parent Involvement Policy	<b>All three documents were presented, reviewed and a question/answer time-frame was allotted</b>	10 minutes - Kris Jordan
8.0 Open Discussion of parent and community	<b>None</b>	10 minutes - Kris Jordan
Items of interest for future meetings. Review of SWUN Math, technology you can use at home, etc.		
9.0 Adjournment	<b>3:35 p.m.</b>	

**2023-2024 Proposed Meeting Dates**

<b>ELAC: Westside</b>	<b>DELAC: District Office (9:00-10:30 AM)</b>
<b>Nov. 29<sup>th</sup></b>	<b>Oct. 10<sup>th</sup></b>
<b>Jan 31<sup>st</sup></b>	<b>Dec. 12<sup>th</sup></b>
<b>March 20<sup>th</sup></b>	<b>Feb. 27<sup>th</sup></b>
<b>May 22<sup>nd</sup></b>	<b>April 23<sup>rd</sup> &amp; May 21<sup>st</sup></b>

Interpreters in Spanish provided

Questions: English Learner Department at 566-1600 ext. 50184