

Hillsdale English Language Advisory Council (ELAC)

**September 18, 2023
8:30AM Cafeteria**

| | |
|--------------------------------|-------------------------------------|
| | Parent and Community Members |
| Principal: Danielle Fee | Chairperson: |
| Staff: Angela Vicente | Co-Chairperson : |
| | Secretary: |
| | DELAC Representative: |

Time – Person - Topic

| | |
|---|---------------------------|
| 1.0 Call the meeting to order and Introductions | 5 minutes - Danielle Fee |
| 2.0 Introductions | 5 Minutes - Danielle Fee |
| 3.0 ELAC Role (Help develop LCAP regarding EL programs and do needs assessment) Overview of Bylaws | 10 minutes- Danielle Fee |
| 4.0 Requirements, Duties and Selection (By Laws): 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 is not 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. | 15 minutes - Danielle Fee |
| 5.0 Meeting Dates, times, and location | 5 minutes- Danielle Fee |
| 6.0 SPSA review | 10 minutes- Danielle Fee |
| 7.0 School Compact & Parent Involvement Policy | 10 minutes - Danielle Fee |
| 8.0 Open Discussion of parent and community Items of interest for future meetings. Review of SWUN Math, technology you can use at home, etc. | 10 minutes - Danielle Fee |
| 10.0 Adjournment | |
| 2023-2024 Proposed Meeting Dates | |

| | | |
|-----------------------|---|--|
| ELAC: | DELAC: District Office (9:00-10:30 AM) | |
| Sept. 18th | Oct. 10th | |
| Oct. 18th | Dec. 12th | |
| Dec. 20th | Feb. 27th | |
| Apr. 24 th | Apr 23 rd / May 2 nd | |

Interpreters in Spanish and/or others as needed

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