

EL MONTE UNION HIGH SCHOOL DISTRICT
Rosemead High School
English Learner Advisory Committee (ELAC)
October 17,2018
5:30p.m.

AGENDA

1. Sign-in and Welcome

Meeting was called to order at _____ by _____.

2. Approval of the agenda

3. Reading and approval of the minutes for May 9,2018.

Compliance Items

4. ELAC Election Results [**I-EL 01 (1a)**] and establish correctly constituted ELAC [**I-EL 01 (1b)**]

5. ELAC Leadership Training [**I-EL 01 (1e)**]

- a. Committee Norms, Robert's Rules of Order, and How to Make a Motion
- b. Legal Responsibilities for ELAC

6. Designate ELAC responsibilities to another school level advisory committee [**I-EL 01 (1.2)**]

7. Elect DELAC Representatives [**I-EL 01 (1.3)**] and ELAC Officers

8. School's Needs Assessment: Review the Parent Survey Summary [**I-EL 01 (1c)**]

Additional Items

9. Review/Revision of ELAC Bylaws

10. Reports from:

- a. DELAC
- b. School Site Council (SSC)

11. Announcements

- a. School Calendar of Activities
- b. Parent Involvement Academy: Friday, March 1, 2019
- c. College and Career Family Conference: October 27, 2018, El Monte HS, 8am-1pm
- d. DELAC Meeting: October 25,2018, 5:30pm and District Office
- e. Next ELAC Meeting and preliminary agenda: November 14, 2018, 5:30pm and Room 43

Suggested Items: • _____
• _____

12. Meeting Evaluation and Adjournment

Meeting was adjourned at _____ by _____.

English Learner Advisory Committee (ELAC)

<i>Date Completed</i>	LEGAL REQUIREMENTS
10/02/2018	1. Parent members are elected by parents or guardians of English learners. [I-EL 01 (1a)]
10/17/2018	2. Parents of ELs constitute at least the same percentage of the committee membership as their children represent of the student body. [I-EL 01 (1b)]
	3. The ELAC shall be responsible for assisting in the development of the school-wide needs assessment, and ways to make parents aware of the importance of regular school attendance. [I-EL 01 (1c)]
10/17/2018	<i>a) Review the Parent Survey Needs Assessment Survey results.</i>
	<i>b) Review the school's attendance policy and activities to promote regular school attendance.</i>
	4. The ELAC shall advise the principal and staff in the development of a site plan for ELs and submitting the plan to the school site council for consideration of inclusion in the Single Plan for Student Achievement (SPSA). [I-EL 01 (1d)]
	<i>a) The ELAC reviews the goals and actions related to English learners and makes recommendations for revisions based on English learner achievement data.</i>
	<i>b) Review the English Learner Progress Indicator report on the California Dashboard.</i>
	<i>c) Review ELPAC results and EL performance levels.</i>
	<i>d) Review the CAASPP results for English learners.</i>
	<i>e) Review the English Learner graduation and a-g completion rates.</i>
	<i>f) Review the district's reclassification criteria, procedures, and data.</i>
10/17/2018	5. The ELAC receives training materials and training, planned in full consultation with committee members, to assist members in carrying out their legal responsibilities. [I-EL 01 (1e)]
10/17/2018	6. The school may designate an existing school level advisory committee, or subcommittee of such advisory committee, to fulfill the legal responsibilities of ELAC, if the advisory body meets the criteria in paragraph "b" above. (See Compliance Item #2 above). [I-EL 01 (1.2)] <i>The ELAC must first be established prior to any recommendation to delegate the committee's responsibilities to another school level advisory committee.</i>
10/17/2018	7. The ELAC has the opportunity to elect at least one member to the DELAC or participants in a proportionate regional representation scheme when there are 31 or more ELACs in the district. [I-EL 01 (1.3)]
<i>Date Completed</i>	ADDITIONAL REQUIREMENTS
	1. Review the school's parent involvement policy. [I-CE 02 (2.1 c)]
	2. Review the school-parent compact. [I-CE 02 (2.4)]
	3. Review the Uniform Complaint Procedure (UCP), including Williams' complaints. [II-UCP 02]
10/17/2018	4. Elect ELAC officers.
10/17/2018	5. Review and/or revise the ELAC bylaws.