



English Learner Advisory Committee (ELAC)

School:

Agenda/Minutes

Date:	Time:	Location:
--------------	--------------	------------------

	Agenda Items	Topic	Person Responsible
1	Welcome/Opening		
2	Reports		
3	New Business		
4	Upcoming Events/Announcements		
5	Public Comment		
6	Adjournment		
7	Next Meeting	Include date, time, and location	

Date covered	Legal requirement to be covered
	The ELAC has advised the principal and staff on the school's program for English Learners. (EC 52176[c], 62002.5)
	The ELAC has advised the School Site Council on the development of the Single School Plan for Student Achievement. (EC 64001[a])
	The ELAC has assisted in the development of the school's: 1) Needs Assessment, 2) Language Census (R-30LC), and 3) Efforts to make parents aware of the importance of regular school attendance. (EC 62002.5, 52176 [c])
	Parent members are elected by parents or guardians of English Learners. (5 CCR 11308 [b], EC 62002.5)
	Parents of English Learners constitute at least the same percentage of the committee as their children represent of the student body. (EC 62002.5, 52176 [b])
	The ELAC has received training materials and training, planned in full consultation with committee members, to assist members in carrying out their legal responsibilities (EC 35147 [c], 5 CCR 11308 [d]).
	The ELAC has the opportunity to elect at least one member to the DELAC (5 CCR 11308 [b])

