



**English Learner Advisory Committee (ELAC)
Martin Murphy Middle School**

AGENDA

9/13/17 6:00 PM to 7:00 PM

Agenda Items	Person Responsible
1.0 Welcome/Opening	<i>Chairperson</i>
2.0 Reports	
2.1 DELAC Report (N/A @ 1st meeting)	<i>DELAC Representative</i>
2.2 SSC Report (N/A @ 1st meeting)	<i>SSC Representative</i>
3.0 New Business	
3.1 Purpose of ELAC - explanation and review of Legal Requirements (box below)	<i>Principal</i>
3.2 Form Membership - only EL parents may vote to elect members (refer to sign-in sheet)	<i>Principal</i>
3.3 Training- Parliamentary Procedures and Officer Responsibilities	<i>Principal</i>
3.4 Election of Officers -Chair, Vice, Secretary, DELAC Representative & Alt.	<i>Principal</i>
3.5 Review ELAC Bylaws	<i>Principal</i>
3.6 UCP Notification	<i>Principal</i>
4.0 Upcoming Events/Announcements	<i>Principal</i>
District training will be offered in English and Spanish on September 26 from 8:30-10:00am or 3:30-5:00pm	
DELAC on 10/5 at 6:00 PM - 7:30 PM	
5.0 Public Comment	<i>Group</i>
6.0 Adjournment	<i>Chairperson</i>

Date Covered	Legal Requirement to be covered at this meeting
	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 advised the School Site Council on the development of the Single School Plan for Student Achievement. (EC 64001[a])
	The ELAC has advised the principal and staff on the school's program for English learners. (EC 52176[c], 62002.5)
	The ELAC has assisted in the development of the school's: 1) Needs Assessment,
	2) Language Census (R-30LC Report)
	and 3) Efforts to make parents aware of the importance of regular school attendance. (EC 62002.5, 52176[c])
	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])

<p>The ELAC has the opportunity to elect at least one member to the DELAC or has participated in a proportionate regional representation scheme when there are 31 or more English learner parent advisory committees in the district. (5 CCR 11308[b])</p>
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