

**English Learner Advisory Committee (ELAC)
Vaughn Next Century Learning Center**

**AGENDA
September 20, 2018**

<u>Agenda Items</u>	<u>Person Responsible</u>
A. Welcome/Opening	<i>Chairperson</i>
B. Approval of Minutes from 5/24/18	<i>Chairperson</i>
C. Reports	
a) SSC Report	<i>SSC Representative</i>
D. Discussion Items	
a) Purpose of ELAC - explanation and review of Legal Requirements (box below)	<i>Ana Martinez</i>
b) Update ELAC Membership (to meet EL percentage requirement)	<i>Ana Martinez</i>
c) Review procedures and officer responsibilities	<i>Ana Martinez</i>
d) Review of ELPAC and RFEP	<i>Ana Martinez</i>
e) Literacy Activities	<i>Ana Martinez</i>
E. Upcoming Events/Announcements	<i>Ana Martinez</i>
F. ELAC Suggestions to school	<i>Members</i>
G. Adjournment	<i>Chairperson</i>

Date Covered	Legal Requirement to be covered at this meeting
9/21/16*	Parent members are elected by parents or guardians of English learners. (5 CCR 11308[b]); EC 62002.5)
9/20/18	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])
9/20/18	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: <i>1) Needs Assessment,</i>
	<i>2) Language Census (R-30LC Report)</i>
	and <i>3) Efforts to make parents aware of the importance of regular school attendance.</i> (EC 62002.5, 52176[c])
9/21/16	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])