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*Brad Holck, Principal  
Matt Tobin, Vice Principal  
Amanda Musso, Vice Principal*



*Heather Boehm, Counselor  
Jaimee Ashburn, Counselor  
Curtis Sweet, Counselor*

**English Learner Advisory Committee (ELAC)  
Meeting #1 9/6/2023  
6:00 PM- DMS Cafeteria**

- 1. Welcome and Introduction**
- 2. Call the meeting to order** (A motion is not necessary)
- 3. Call for additions/deletions of agenda items**
- 4. Public Input** (15 minutes is allocated for public input)
- 5. Reading and approval of the minutes**
- 6. New Business**
  - A. ELAC Basics
    - a. ELAC Norms
    - b. Purpose of the ELAC
    - c. Parliamentary Procedures
      1. Bylaws
      2. Robert's Rules of Order
    - d. Roles and responsibilities of ELAC officers
    - e. Nominations & Elections for ELAC officers
      1. Chairperson
      2. Vice-Chairperson
      3. Secretary
      4. DELAC representative
      5. DELAC alternate representative
  - B. MUSD's Uniform Complaint Procedures
  - E. Conduct a Needs Assessment
  - F. ELAC Calendar
- 7. Announcements: PRC** (Parent Resource Center representative), ELD Update
- 8. Next Meeting:** (11/1/2023)
- 9. Adjournment**

**Date Posted:** \_\_\_\_\_

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