

James Monroe Elementary School



Mr. Leonard Perez, Principal

Ms. Esmeralda Casillas, Vice Principal

English Learner Advisory Committee (ELAC)

Meeting # 1-Agenda 09/07/2023

.Welcome and Introduction

I.Call the meeting to order (*A motion is not necessary*)

II.Call for additions/deletions of agenda items **(motion is needed)**

III.Public Input

Public Input is for visitors who wish to speak on a subject not on the board agenda. Ten minutes of this portion of the meeting are reserved for members of the public to address the School Site Council on items not listed on the agenda and within the jurisdiction of the School Site Council. Speakers are limited to two (2) minutes. The School Site Council is prohibited by law from taking action on matters discussed that are not on the Agenda, and no adverse conclusions should be drawn if the School Council does not respond to public comment at this time. If you wish to address the Board, please state your name and address.

IV. Reading and approval of the minutes from [May 04, 2023.SPAN](#) **(motion is needed)**

[May 04, 2023.ENG](#)

V. New Business

A. ELAC Basics

(Appropriate training and materials to assist each member carry out his or her legally required advisory responsibilities.)

- a. ELAC Norms
- b. Purpose of the ELAC
- c. Parliamentary Procedures
 - i. Bylaws
 - ii. Robert's Rules
- e. Roles and responsibilities of ELAC officers
- f. Nominations & Elections for ELAC officers:
 - i. Chairperson
 - ii. Vice-Chairperson
 - iii. Secretary
 - iv. DELAC representative
 - v. DELAC alternate representative

B. MUSD's Uniform Complaint Procedures, including William's requirements

C. Summative ELPAC results

D. Needs Assessment Survey

E. ELAC Calendar

VII. DELAC Representative Report

VIII. Dual Language Instruction Program Promotion & Announcements

IX. Next Meeting

X. Adjournment **(motion is needed)**

Date Posted: 9/1/23

(Notice of the meeting shall be posted at the school site, or other appropriate place accessible to the public, at least 72 hours before the time set for the meeting. The notice shall specify the date, time, and location of the meeting and contain an agenda describing each item of business to be discussed or acted upon. *Copies of all distributed materials must be attached to the secretary's official minutes. These minutes must be maintained for 3 years.*)

1819 N Lake St., Madera, CA 93638

(559) 674-5679

(559) 674-3008 fax