

Madera Unified School District
Sierra Vista Elementary
English Learner Advisory Committee (ELAC) /Junta de ELAC
Meeting Minutes #1-Agenda /Junta #1
September 6, 2023/6 de septiembre de 2023
Zoom

1. Welcome and Introduction/ Bienvenida e Introducción

Mrs. Saldivar . welcomed and called the meeting to order

2. Call the meeting to order /Llamar al orden la reunión

**3. Call for additions/deletions of agenda items/ Convocatoria de adiciones /
supresiones de temas de la agenda**

**Mrs. Saldivar went over SV Mission- expressed the desire tto get more parents
involved.**

4. Public Input/ Aporte público

1. ELAC Basics/ 1. Conceptos básicos de ELACuna.

**Mrs. Saldivar went over the norms Bylaws, Robert Rules and elections. Mrs.
Saldivar also brainstormed other ways to get parents involved. The meeting today
was with only two parents. We made it for zoom, but decided we should make
flyers for some parents to come to the next meeting.**

a. ELAC Norms/ Normas ELAC

b. Purpose of the ELAC/ Propósito del ELAC

c. Parliamentary Procedures/ Procedimientos parlamentarios

1. Bylaws/ Estatutos

2. Robert’s Rules of Order/ Reglas de orden de Robert

d. Roles and responsibilities of ELAC officers/ Funciones y responsabilidades

**de los oficiales de ELAC e. Nominations & Elections for ELAC officers/
Nominations & Elections for ELAC officers**

1. Chairperson/ Presidenta

2. Vice-Chairperson/Vicepresidenta

3. Secretary/secreatria

4. DELAC representative /Representante DELAC

**We also need to find a new DELAC representative; Mrs. Saldivar will ask for parent
participation.**

5. DELAC alternate representative/ Representante suplente de DELAC

B. MUSD’s Uniform Complaint Procedures, including William’s requirements C.

Initial student identification & ELPAC Testing: importance of testing D. New Parent Notification Letter (*ELPAC results & student program placement*) E. Conduct a Needs Assessment/**B.Procedimientos uniformes de quejas de MUSD, incluidos los requisitos de William C. Identificación inicial del estudiante y pruebas ELPAC: importancia de las pruebas** D. Carta de notificación para nuevos padres (resultados de ELPAC y ubicación en el programa del estudiante) E. Realizar una evaluación de necesidades

Mrs. Saldivar discussed MUSD's Uniform of complaint.

a. Review the survey questions & have parents complete the survey/ **Revise las preguntas de la encuesta y pida a los padres que la completen**

Mr.s. Saldivar discussed the Needs Assessment and will resend it out.

F. ELAC Calendar/calendario de ELAC

7. DELAC Representative Report/ Informe del representante de DELAC

There was one to report for DELAC . Mrs. Saldivar will go the scheduled DELAC meeting.

8. Announcements /Annoucio

Mrs. Saldivar talked about the upcoming events for Sierra Vista- The Fall Carnival and Walk to school day.

9. Next Meeting/proxima junta

Oct 12th - zoom

10. Adjournment /Aplazamiento

Date Posted: _____ (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.*)