**West Contra Costa Unified School District**

**(Your school name) Elementary School**

**1108 Bissell, Richmond, CA 94804**

**Phone (510) 231-1100 Fax (510) 2300**

**Bruce Harter Ph.D., Superintendent (Your name), Principal**

ELAC

Meeting

January 01, 2015

(**Your School) Elementary School**

1108 Bissell Avenue, Richmond, CA 94804

Phone (510) 231-1100 Fax (510) 231-0000

**English Learner Advisory Committee (ELAC)**

**Comité Consejero para los Aprendices de Inglés (ELAC)**

**January 24, 2015 / 24 de Enero del 2015**

**9:00am to 10:00am**

**AGENDA**

|  |  |  |  |
| --- | --- | --- | --- |
| **Board Members/ Miembros del Consejo** | | | |
| 1*.(School Principal)* |  | 6. (member, parent) |  |
| 2.(member , staff/other) |  | 7. (member, parent ) |  |
| 3. (member, teacher) |  | 8. (member, parent) |  |
| 4. (member, teacher) |  | 9. (member, parent ) |  |
| 5. (member ) |  | 10.(member,parent) |  |

1. **Call to order /Welcome -** Llamado al orden/Bienvenida
2. **Roll call**/ Llamado de los miembros
3. **Review of the last minutes /** Revisión de los ultimos minutos
4. **New business/** Temas nuevos
   1. **Attendance /** Asistencia(Example)
      1. Discussion
      2. Public comment
      3. Vote
   2. **Student Data /** Datos de los estudiantes (Example)
      1. Discussion
      2. Public comment
      3. Vote
   3. **SSC Committee Bylaws /** Reglamentos del Consejo ELAC
      1. Discussion
      2. Public comment
      3. Vote
5. **Announcements /** Avisos
6. **For the good of the order**/ Por el bien del orden
7. **Next agenda: discussion and action items for next meeting**

**Proxima agenda: discussion y acciones para la próxima junta**

1. **Adjournment /** Fin de la reunión

(**Your School) Elementary School**

1108 Bissell Avenue, Richmond, CA 94804

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**ELAC Meeting Minutes**

**January 01, 2015**

|  |  |  |  |
| --- | --- | --- | --- |
| **Board Members/ Miembros del Consejo** | | | |
| 1*.(School Principal)* |  | 6. (member, parent) |  |
| 2.(member , staff/other) |  | 7. (member, parent ) |  |
| 3. (member, teacher) |  | 8. (member, parent) |  |
| 4. (member, teacher) |  | 9. (member, parent ) |  |
| 5. (member ) |  | 10.(member,parent) |  |

1. .Meeting was called to Order at \_\_\_\_\_

2. Roll Call

3. Review of Minutes (Date): \_\_\_\_\_ Approved \_\_\_\_\_ Amended \_\_\_\_\_

Changes:

4. Agenda Item:

a) **Attendance**

|  |  |  |  |
| --- | --- | --- | --- |
| **Discussion:**  A presentation and discussion about attendance was led by the Principal. The following topics were discussed:   * The importance of students being in class every day. The District reported that 20% of our students missed school in February and March 2012; this affects our students and our school. * Compulsory Attendance – Compulsory attendance is mandated by the State of California Education Code 48200. Full-time school attendance is compulsory for California students between the ages of six (6) and sixteen (16).   Mr. Trujillo discussed the Parent-Student Handbook Attendance Policy. | | | |
| **Public Comment:**  There was no public comment on this item. | | | |
| **Vote:** | | | |
| **YES:** | **NO:** | **ABSTAINED:** | **N/A: X** |

b) **Student Data**

|  |  |  |  |
| --- | --- | --- | --- |
| **Discussion:**  A report was provided by the ILT on the latest CST results which identified the following areas of growth:   * X * Y * Z | | | |
| **Public Comment:**  Mr. X a guest at the ELAC expressed his concerned with the lack of technology based intervention and test prepping.  Ms. X suggested that the ELAC should visit X school that has been tackling the same time of academic issues and has been successful. | | | |
| **Vote:**  Ms. X motioned to have the ILT produce a recommendation on the best use of intervention materials to use in the learning center to serve the students identified in item X, Y. Students identified in item Z are not part of this motion. | | | |
| **YES:**  **8** | **NO:**  **2** | **ABSTAINED:**  **0** | **N/A:** |

|  |  |  |  |
| --- | --- | --- | --- |
| **Discussion:** | | | |
| **Public Comment:** | | | |
| **Vote:** | | | |
| **YES:** | **NO:** | **ABSTAINED:** | **N/A:** |

4. Meeting adjourned@ 8:00

5. Principal Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_

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**January 24, 2015 / 24 de Enero del 2015**

**9:00am to 10:00am**

**ELAC**

**Sign In**

|  |  |  |  |
| --- | --- | --- | --- |
| **Board Members/ Miembros del Consejo** | | | |
| **Name/Nombre** | **Signature/Firma** | **Name/Nombre** | **Signature/Firma** |
| 1*.(School Principal)* |  | 7. (member, parent) |  |
| 2.(member,staff/other) |  | 8. (member, parent ) |  |
| 3. (member, teacher) |  | 9. (member, parent) |  |
| 4. (member, teacher) |  | 10. (member, parent ) |  |
| 5. (member) |  | 11.(member,parent) |  |
| 6. (member) |  | 12.(member, student) |  |
| **Guests/Invitados** | | | |
| **Name/Nombre** | **Signature/Firma** | **Name/ Nombre** | **Signature/Firma** |
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