

Day Middle School ELAC Minutes

Date: 10/2/19

Location: Conference Room

Time: 1:00 pm

Prepared by: April Zickefoose

Topic/ Presenter	Discussion Points	Parent input
DELAC Report	What is DELAC?	No parents present wanted to attend as the school's representative
Legally Required Topic: Election/Training	What are the responsibilities of elected members. What is the purpose of the ELAC. What resources would support EL students	No parents were interested in becoming elected members. Discussed resources/tools strategies that students can access from home to help with language development.
Parent Needs/Interests:	N/A	N/A
Site Needs: Title I Update	Informed that school has been designated, that funds were received, how funds have been allocated.	N/A
Other: Input for LCAP	N/A	N/A

Suggestions for Next Meeting:

Item/Action	Responsibility	Timeline
N/A		

*****Prepare ELAC Report for DELAC*****

Meeting adjourned at: ____ 1:48 pm ____

Date Accomplished	Reference of Legal Requirements <i>(You do not need to cover all of them in every meeting. However, all need to be covered by May.)</i>
10/2/19	<ul style="list-style-type: none"> • Election of DELAC representative (if applicable) • Election of parent members to serve on ELAC and subcommittees by the parents and guardians of English learners
10/2/19	Training of members / officers on their responsibilities
10/2/19	ELAC shall assist the school in the development of the School's Needs Assessment
TBD	ELAC shall assist the school in ways to make parents aware of the importance of regular school attendance
10/2/19	Parents review and advise the principal and staff on programs and services at the site for English learners
10/2/19	Advise the SSC (4 elementary schools) on the SPSA and/or LCAP site meeting on the needs of English learners
TBD	Training on Uniform Complaint Process (UCP) and Williams Act