



Roseville City School District

1050 Main St Roseville, CA 95678

916-771-1600

English Learner Advisory Committee (ELAC) Agenda & Minutes

School Site: Brown Elementary

Meeting Facilitator: Brandei Smith	
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Meeting Date: 9.26.23	Meeting Location: Library
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Starting Time: 2.25.23	Ending Time: 3:25
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Minutes Posted on Website: Yes

Participants:

School site ELAC representatives

All staff, parents, and members of the public are invited.

List all members in Attendance:
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Brandei Smith (Principal)		
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Laura Hopkins (EL Coordinator)		
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Beth Gomes (EL Coordinator)		
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Topic of Discussion	Person Responsible	Comments/Parent Advice
Call to Order		
Roll Call		
Reports from DELAC		
Site Specific Topics	<ul style="list-style-type: none"> ● Current ELs-Language Spoken, Levels of English Learners 	

	<ul style="list-style-type: none"> ● Goals for ELs 	
CDE Required Topic:	<ul style="list-style-type: none"> ● ELAC Training-Responsibilities ● ELAC Election ● Needs Assessment ● Importance of Attendance-Brown's Attendance Improvement Plan 	
CDE Required Topic:		
Adjournment	Adjourned at	

Under the Open Meeting Law, no action related to public comment may be acted upon at the meeting. Issues raised at the meeting may be scheduled for another DELAC meeting, as approved by the council. Public comment is generally limited to two minutes per person.

ELAC Legal Requirements & Responsibilities

Date Accomplished:	Required Topics to be Discussed
	Parents or guardians of English learners shall constitute at least the same percentage of the ELAC membership as their children represent the student body.
	The parents or guardians of English learners shall elect the parent members of ELAC. Parents or guardians of English learners shall be provided the opportunity to vote in the election.
	ELAC members shall receive training materials and training which will assist them in carrying out their required advisory responsibilities. Training shall be planned in full consultation with committee members, and funds from appropriate resources may

	be used to meet the costs of providing the training to include costs associated with the attendance of members at training sessions.
	Each ELAC shall advise the principal and staff in the development of a site plan for English learners and submitting the plan to the School Site Council for consideration of inclusion in the School Plan for Student Achievement
	Each ELAC shall assist in the development of the schoolwide needs assessment.
	Each ELAC shall discuss and present ways to make parents aware of the importance of regular school attendance.
	Each ELAC shall have the opportunity to elect at least one member to the District English Learner Advisory Committee (DELAC).
<p>Legal References</p> <p>California Education Code, sections 35147, 52176(b) and (c), 62002.5, and 64001(a)</p> <p>California Code of Regulations, Title 5, Section 11308</p>	