



Hillsdale English Language Advisory Council (ELAC)
Oct. 18, 2023 **8:30 AM- Cafeteria**

	Parent and Community Members
Principal: Danielle Fee	Chairperson:
Staff: Danielle Fee	Co-Chairperson:
Julie Miller	Secretary:
Angela Vicente	DELAC Representative:

Time – Person - Topic

1.0 Call the meeting to order and Introductions	5 minutes - Danielle Fee
2.0 Approve minutes from March 10 th	5 minutes- Danielle Fee
3.0 ELAC/DELAC presentation	10 minutes - DELAC representative
4.0 Requirements, Duties and Selection: Chairperson: must be a parent member of the committee and retains the right to vote. Co-Chairperson: must be a parent member of the committee and retains the right to vote. Assists the facilitator and fills in if the facilitator isn't present. Secretary: The secretary must be a member of the committee, but does not need to be a parent of an English Learner. The Secretary maintains all written records of the committee, including all correspondence, a register of the addresses and telephone numbers of the committee members and copies of the minutes and agendas. Representative To DELAC: The DELAC representative and/or alternate represents the site ELAC and transmits to the site ELAC information provided at the DELAC monthly meetings.	10 minutes - Danielle Fee
5.0 Meeting Dates, times, and location	5 minutes- Danielle Fee
6.0 The importance of Attendance	5 minutes- Danielle Fee
7.0 SPSA review/ School Comprehensive Safety Plan	10 minutes - Danielle Fee
8.0 Open Discussion of parent and community Items of interest for future meetings. Review of SWUN Math, technology you can use at home, etc.	10 minutes - Danielle Fee
9.0 Adjournment	

2023-2024 Proposed Meeting Dates

ELAC: Hillsdale	DELAC: District Office (4PM @ district office and on zoom)
Dec. 20 th	December 13th
April 24th	February 27th
Additional meeting if needed TBD	April 24th

Interpreters in Spanish provided

Questions: English Learner Department at 566-1600 ext. 50184