



Redlands Unified School District

Mission Elementary

October 7th 2020

Dear Parents and Guardians,

Welcome to the 2020-2021 school year! We are enthusiastic about forming a parent committee for Mission Elementary. Each year new officers are elected to serve on the **English Learner Advisory Committee (ELAC)**. This is a wonderful opportunity for you to connect with other parents through a virtual meeting online. We will support you in becoming more involved in your child's education. This committee will meet approximately four to five times this school year to help advise the principal and the *School Site Council* regarding the education and needs of English Learner students who attend our school. There are four positions available: chairperson, vice chair, secretary, and DELAC representative. These four elected positions are open to all parents of English Learners.

All parents are welcome to attend ELAC meetings; you do not need to hold a position. We will be holding our first ELAC meeting on October 14th at 3:00 on <https://meet.google.com/lookup/fuuvcy4cat> where we will explain more about ELAC and the roles and responsibilities of each elected position. If you are interested in any of these positions, please call the school office to give them your name. We will hold an election for each position at our next ELAC meeting.

If you have any questions about this committee or the roles of the four officers, please consider joining us for our first ELAC meeting or you can also call us at: (909) 307-2480.

Cordially,
Denise Fee
Emily Merchant

When calling the school office to submit your name, please provide for the office manager the following information:

Hello, I am calling to submit my name for a position in the **English Learner Advisory Committee**. My name is _____ and my student's name is _____. I can be reached at the following phone number: _____