Rolling Hills Elementary

English Language Advisory Committee (ELAC)

Meeting Agenda - September 17, 2024
9:15 a.m. - 10:15 a.m.

Purpose: Orient members to the rights and responsibilities of the English Learner Advisory Committee.

I. Welcome
   A. Introductions
   B. Public comments
II. Approval of Minutes from Previous ELAC Meeting
III. Training
   A. Purpose of forming an ELAC at the school site.
   B. Responsibilities of being an ELAC member
IV. Elect Officers (if there is a quorum)
   A. Chairperson
   B. Vice-Chairperson
   C. Secretary
V. Election of DELAC Representative
   A. Responsibilities of being a member of the DELAC
   B. Action: Elect one of the ELAC members who is also a parent of an English Learner to represent the site on the DELAC
   C. Action: Elect an alternate parent representative
VI. Family Book Clubs
   A. Literacy Presentation with Ruth Gaer and Cindy Hye Lee
VII. Discussion and Suggestions for Parent Outreach and Parent Involvement Activities
VIII. Adjournment

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Purpose: Orient members to the rights and responsibilities of the English Learner Advisory Committee.

I. Welcome

Mrs. McNutt called the meeting to order at 9:20am. Introductions were made. In attendance were: Jose Islas (Rolling Hills SSA), Devi Sok-Huynh (Rolling Hills Vice Principal), Ruth Gaer (District Personnel), Cindy Hye LEe (District Personnel), Vanessa Estrella (DELAC President), and Denisse Sanchez (parent).

II. Approval of Minutes from Previous ELAC Meeting

Minutes could not be approved as we did not have a quorum

III. Training

Mrs. McNutt explained what ELAC is and the purpose of the committee. She explained that Rolling Hills has approximately 40-45 English Language Learners. She explained that if a school has 21 or more ELL, they have to form an English Language Advisory Committee. Mrs. McNutt then explained who can participate in ELAC meetings: principal teachers, parents/guardians, and community members. However, to be a voting member, a parent has to be a parent of a current English Language Learning. Mrs. McNutt did not train on how to make a motion as there was not a quorum.

Mrs. McNutt explained what DELAC is and invited Ms. Sanchez to join. DELAC president Estrella also invited Ms. Sanchez and explained the purpose of the meeting.

Mrs. McNutt explained the purpose of School Site Council and when the meetings were held. She said that SSC is open to all parents, however, voting members are voted in by the Rolling Hills community.

IV. Elect Officers (if there is a quorum)

There was not a quorum.

V. Election of DELAC Representative

There was not a quorum

VI. Family Book Clubs

A Literacy Presentation with Ruth Gaer and Cindy Hye Lee was given. The group discussed the importance of reading and how it impacts students' academic performance. Ms. Sanchez explained that her children read at home with dad and he translates the books, so they are practicing reading in English and Spanish. The district team offered Ms. Sanchez books to check out and read at home.

VII. Discussion and Suggestions for Parent Outreach and Parent Involvement Activities

Ms. Sanchez explained that she appreciates the support she receives from the school.

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VIII. Adjournment

The Future ELAC meeting dates were shared. Meeting was adjourned at 10:01am.