San José Unified School District

Horace Mann Elementary School
School English Learner Advisory Committee (SELAC)
Agenda/Minutes Template

Meeting date and Time

(Agenda must be posted 72 hours prior to meeting date) **Date Posted:9/21/26**

Meeting Date: 9/24/26	**Meeting Location**: Cafeteria
Starting Time: 8:15am	**Ending Time**: 9:15am

Elected SELAC Officers:

Role	Name	Role	Name
**Principal:	Art Gonzalez	**SELAC Chair:	Vacant
Classroom Teacher:		**SELAC Co-Chair:	Vacant
Classroom Teacher:		**SELAC Secretary:	Gisela Villamar Garcia
Classroom Teacher:		Parent/Community Member:	
Other School Personnel:		Parent/Community Member:	
Other School Personnel:		Parent/Community Member:	

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

Item (time allotment)	Person Responsible	Summary of Comments, Information, or Action Taken
1. Call to Order (1 minute)	Chair	
2. Roll Call (1 minute)	Secretary	
3. Additions/Changes to Agenda (_ min.)	Chair	
4. Reading and Approval of Minutes (_ min.)	Secretary	
5. Reports of Officers/Committees (_min.) Principal DELAC Other	Chair	Purpose of SELAC Nominations for SELAC officer vacancies and DELAC rep + Alternate Principal's Report
6. Public Comment (_min.)	Chair	
7. Unfinished Business (_ min.)	Principal	
8. New Business (_ min.)	Chair/Principal	
9. Adjournment (1 min.)	Chair	

**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 SSC meeting, as approved by the council. Public comment is generally limited to two minutes per person.*

Prepared By:	**(Signature)**

Upload completed agenda with summary and sign-in sheet to Box (SPSA & Related Docs > SSC & SELAC)
If you have any questions email: rpalacios@sjusd.org