

Vista Norte ELAC Meeting Agenda, 9/13/2021

1. **Welcome**
2. **Discuss the purpose of the ELAC**
 - a. **Purpose:** The English Language Advisory Committee (ELAC) is a school-level committee comprised of parents, staff, and community members who help advise the school on English Learner programs and services.
 - b. **ELAC Members:** All parents of English Learners are provided the opportunity to be a part of the ELAC and to vote for ELAC Officers. Other members may include the principal, teachers, paraprofessionals/tutors, and community members.
3. **Overview of member responsibilities**
 - a. **ELAC members responsibilities**
 - i. Follow the school Bylaws
 - ii. Send and receive information about the school
 - iii. Advising the school in the develop of the English Learners plan and the Local Control and Accountability Plan (LCAP).
 - iv. Participate in school feedback surveys
 - v. Review and comment on the LEA's reclassification procedures.
 - vi. Review and comment on the written notifications required to be sent to parents and guardians.
 - b. **School responsibilities**
 - i. Hold and facilitate quarterly ELAC meetings
 - ii. Hold elections and provide training to the ELAC officers.
 - iii. Ensure that all legally required functions of the ELAC are completed each school year.
 - iv. Provide ELAC members with advance notice of the meeting time, agenda, and virtual or in-person information.
 - v. Post ELAC agendas 72 hours in advanced.
 - vi. Facilitate communication between the ELAC and Parent Advisory Committee (PAC).
 - vii. Maintain meeting agendas, minutes, and record of attendance for all ELAC meetings.
 - viii. Support ELAC meetings: Establish convenient meeting times, provide translation of all notices, provide translation during meetings, and provide childcare, as needed.
4. **Election of Chairperson, Vice-Chairperson, and Secretary**
 - a. **Elections and voting rights:** The parents/guardians of English Learners shall elect the members of ELAC. Parents/guardians of English Learners and community members shall be provided the opportunity to vote in the election.

b. **ELAC officers and duties:** The officers of the ELAC are a chairperson, vice-chairperson and secretary. The chairperson, vice-chairperson, should be parents of EL students or a community member.

Role	Duty
Chairperson	<ul style="list-style-type: none"> • Presides over all ELAC meetings, may sign letters, reports, and other communications from the committee.
Vice-Chairperson	<ul style="list-style-type: none"> • Assists the chairperson and performs the duties of the chairperson in their absence.
Secretary	<ul style="list-style-type: none"> • Maintains all written records of the meetings.

5. **Place of Meetings:** Meetings may be conducted virtually or in person, when available. Attendance and minutes of the meeting will be taken.

6. **Mission/Vision/Student Learner Outcomes**

a. **Mission:** At Innovation High School, we provide a safe, compassionate, and respectful learning environment to empower lifelong learners through personalized instruction, community involvement, and student advocacy.

b. **Vision:** All students will graduate with the resilience, confidence, and 21st-Century Skills needed to thrive in their careers, be engaged with their communities, and lead meaningful lives.

c. **Student Learner Outcomes**

i. **Critical Thinkers:** Think critically about the world around you; utilize skills to be more prepared for careers and college; develop metacognitive skills demonstrated through higher-order thinking.

ii. **Determined:** Achieve educational and professional goals despite personal, academic, and environmental obstacles; use available resources to reach long and short-term goals.

iii. **Self-directed Learners:** Take an active role in your education and decision-making; monitor and evaluate your progress as indicated by the timely completion of assigned coursework; take charge of your academic and career goals by seeking out resources and support.

7. **School goals and plans**

a. **LCAP**

i. Increase academic performance

ii. Students will gain skills for college or career readiness

iii. Increase student retention

iv. Increase stakeholder engagement

b. **Title I**

i. Improve academic achievement for English Language Learners, foster youth, and low-income students

ii. Implement a well-rounded instructional program to meet the academic needs of all students

c. **ELO Grant**

i. Extended instructional time

- ii. Closing the learning gap
- iii. Integrated student supports
- iv. Providing students with adequate technology
- v. Supporting credit deficient students
- vi. Professional development for staff on social-emotional health and academic needs

8. **Student Achievement Awards**

9. **2021 – 2022 School Year ELAC Meeting Dates and Times:**

- a. 9/10/21, 11/3/21, 2/17/22, and 5/13/22
- b. Start time: 3pm
- c. End time: 4pm