

**Endeavor College Prep**  
**English Learner Advisory Committee (ELAC)**  
**Minutes for December 14, 2018**

**Minutes of ELAC Meeting** of 12/14/2018

**Members Present:** See Attached sign-in sheet.

**I. The meeting Called to Order** at 8:00 a.m. by Fabiola Romo.

She welcomed all present to the Endeavor College Prep English Learner Advisory Committee.

**Meeting Minute:**

Secretary Jorge Gonzalez read the minutes from the meeting.

It was moved by Rachel Soskin and seconded by Fabiola Romo that the minutes be approved as written (or as corrected/amended).

**I. Agenda Items:**

**a. Action Item: Vote on approval of additional meeting during the month of January**

Notes: 5 yes 1 abstention

Approval of special meeting to discuss title 3 funds and title 1 funds on Jan 25 at 8:15am

**Legal Requirements/Training Covered:** (check topic(s) at *this* meeting and reflected in the Minutes and/or include the date covered)

11/30/18	1. Review of Master Plan for English Learner education for the individual school
2/22/19	2. Development of the school's Needs Assessment
3/15/19	3. Administration of the school's Annual Language Census
1/11/2018	4. Ways to make parents aware of the importance of regular school attendance
11/05/18	5. Training on Legal Responsibilities of ELAC
11/05/18	6. Program, goals, and objectives for programs and services for English learners
11/05/18	7. Review and comment on the school reclassification procedures

11/30/18	8. Review and comment on the written notifications required to be sent to parents and guardians.
1/25/2019	9. Review and comment on the development or update of LCAP

## **II. Parent Input/Advice/Comments**

Notes: Ideas for future meeting topics  
 Include ELAC information at Cafecito

## **III. Follow-Up on Topic(s): Action by Whom?**

Notes: Title 1 and Title 3 funds distribution  
 Motivation for students and parents in learning of what EL and RFEP  
 How can we better communicate with President and teachers  
 Combination meetings  
 Utilizing workshops and Cafecitos  
 Cafecitos have a committee to disclose of the summary and upcoming meetings

## **IV. Meeting Adjournment at 8:35 by Fabiola Romo**

**Respectfully Submitted,**

**Jorge Gonzalez**

**Secretary, English Learner Advisory Committee**