

GORMAN LEARNING CENTER
English Learner Advisory Committee (ELAC)

Meeting ID
meet.google.com/xtq-jnrc-nij

Phone Numbers
[\(US\)+1 646-694-2072](tel:+16466942072)

Event will include a link to view full list of phone numbers for all supported countries.
PIN: 797 469 856#

School: Gorman Learning Center
Meeting Date: Wednesday, May 22, 2019 4:00-5:00 p.m.

Items	Actions	Notes/ Follow-up
1. Welcome and Introductions	a) Introduction of all present b) Review of sign-in procedures	
2. Review of Agenda	a) Brief explanation of each item b) Requests for additional items (public)	
3. Presentation of the Purposes of the ELAC*	a) Review purposes b) Clarify as needed	
4. Presentation of the Duties of the ELAC Members*	a) Review duties b) Clarify as needed	
5. Presentation of the ELAC School Responsibilities*	a) Review responsibilities b) Clarify as needed	
6. Review of the Roles of the ELAC Officers and Seek Nominations	a) Present the roles of the officers b) Seek nominations to constitute a viable group c) Explain election procedures to be used at the school: general election or ratification	
7. Policy Review/Election of Representatives	a) Review duties of ELAC representatives b) Request volunteers or take nominations c) Election will be conducted through Parent Square following meeting	
8. Do a Needs Assessment and EL Master Plan	a) Have the parents identify needs for EL Program b) Review Need for EL Master Plan	

9. Announce Future Meeting Dates	a) Discussion of ELAC meeting calendar b) Set meeting date and times c) EL Representative to Deliver Board Minutes to GLCN Board June 13, 2019	
10. Other Items:		
11. Adjournment	a) Announce when minutes will be available	