



# Millview Elementary School

Eagle Pride/Orgullo de Águila

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## English Learner Advisory Committee (ELAC)

### Meeting #1 - Minutes

September 12, 2024

Mrs. Carrillo welcomed everyone to the meeting at 5:05 p.m. Introductions followed. Mrs. Carrillo asked the parents to introduce themselves and to state the child(ren) they had at the school. Please see the sign in sheet for the names of those who attended. She called the meeting to order at 5:10 p.m. She had them read the agenda as well as the minutes from the last meeting, but there was no approval due to no officers elected yet, as none were elected the year before. She started by discussing the new business first. She went over ELAC norms and the purpose of ELAC. She also discussed Robert's Rules. Responsibilities of ELAC officers followed so they could nominate parents and have elections. Aurora Castellanos was elected as president. Emma Gutierrez was elected as vice president. Maria de la Puente was elected as secretary.

Mrs. Carrillo discussed the procedures for filing a complaint at the district level as well as at the school level. She provided the parents with the flow chart as well as the MUSD Uniform Complaint Procedure form. She quickly reviewed and refreshed the parents on how students are identified as ELL students and the forms they receive once the results are in from the initial ELPAC test they take. It was a refresher because all the parents knew the process. The needs assessment form was held off until the next meeting and it would be sent out via parent square, as it is a google form and can be accessed online. Both the DELAC and ELAC calendar for the year was shared with the parents. There was no public input and the meeting was adjourned at 5:55 p.m.



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