TEMECULA VALLEY
UNIFIED SCHOOL DISTRICT

ELAC Meeting #5 Agenda/Minutes

School Name: [Insert School Name]
Meeting Date: [Insert Date]
Time: [Insert Time]
Location: [Insert Location]

Agenda: to be posted 72 hours in advance and approved in meeting

Minutes: taken during meeting and posted afterwards

1. Call to Order

The meeting is called to order by [Name] at [Time].

2. Welcome and Introductions

Introduce attendees and record attendance.

ELAC Elected Members Present: [Fill in names]
ELAC Elected Members Absent: [Fill in names]
Guests Present: [Fill in names]

3. Approval of Minutes

Review and approve minutes from the previous meeting.

Motion: [Insert motion]
Second: [Insert second]
Discussion: [Insert notes]
Vote Result: [Insert result]

4. Celebration of Student Progress

Celebrate students who improved ELPAC scores and achieved reclassification.

Presented by: [Insert name]
Discussion Notes: [Insert notes]

5. Thank Parent Volunteers

Motion: [Insert motion]
Second: [Insert second]
Discussion: [Insert notes]
Vote Result: [Insert result]

6. ELAC Feedback

Share ELAC plan for the year, EL parents share feedback.

Presented by: [Insert name]
Discussion Notes: [Insert notes]

7. Other Committee Feedback

Invite updates from committees or groups.

Discussion Notes: [Insert notes]

8. Public Comment

Provide time for public comment.

Notes: [Insert notes]

9. Adjournment

The meeting is adjourned by [Insert Name] at [Insert time].

Motion: [Insert motion]
Second: [Insert second]
Vote Result: [Insert result]

Next Meeting

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