

**ENGLISH LEARNER ADVISORY COMMITTEE AGENDA
HARRIET TUBMAN VILLAGE CHARTER SCHOOL**

Date: May 18, 2011

Meeting Location: School Library 6880 Mohawk Street, San Diego, California

Time: 4:30 PM

**INSTRUCTIONS FOR PRESENTATIONS TO
THE ELAC BY PARENTS AND CITIZENS**

The Harriet Tubman Village Charter School ("School") welcomes your participation at the English Learner Advisory Committee (ELAC) meetings. The purpose of a public meeting of the ELAC is to conduct the affairs of the School in public. Your participation assures us of continuing community interest in our School. To assist you in the ease of speaking/participating in our meetings, the following guidelines are provided:

1. Agendas are available to all audience members at the door to the meeting.
2. "Request to Speak" forms are available to all audience members who wish to speak on any agenda items or under the general category of "Oral Communications." "Oral Communications" is set aside for members of the audience to raise issues that are not specifically on the agenda. However, due to public meeting laws, the ELAC can only listen to your issue, not respond or take action. These presentations are limited to three (3) minutes and total time allotted to non-agenda items will not exceed fifteen (15) minutes. The ELAC may give direction to staff to respond to your concern or you may be offered the option of returning with a citizen-requested item.
3. You may also complete a "Request to Speak" form to address the ELAC on Agenda items. With regard to such agenda items, you may specify that agenda item on your "Request to Speak" form and you will be given an opportunity to speak for up to five (5) minutes when the ELAC discusses that item.
4. When addressing the ELAC, speakers are requested to state their name and address from the podium and adhere to the time limits set forth.
5. Any public records relating to an agenda item for an open session of the ELAC which are distributed to all, or a majority of all, of the ELAC members shall be available for public inspection at the School office located at 6880 Mohawk Street, San Diego, California.

In compliance with the Americans with Disabilities Act (ADA) and upon request, the School may furnish reasonable auxiliary aids and services to qualified individuals with disabilities. Individuals who require appropriate alternative modification of the agenda in order to participate in ELAC meetings are invited to contact the CEO/Principal's office.

Translation services: Translation services are available by notifying the Charter School at (619) 668-8635 by noon the day preceding the ELAC meeting.

I. PRELIMINARY

A. CALL TO ORDER

Meeting was called to order by the ELAC Chair at _____.

B. ROLL CALL

	Present	Absent
Brenda Cuevas	_____	_____
Fernanda Villa	_____	_____
Parent:	_____	_____
Parent:	_____	_____
Rachel McCoy	_____	_____
Lidia Scinski	_____	_____

C. APPROVAL OF MINUTES OF ELAC MEETING OF December 8, 2010.

II. COMMUNICATIONS

A. ORAL COMMUNICATIONS: Non-agenda items: no individual presentation shall be for more than three (3) minutes and the total time for this purpose shall not exceed fifteen (15) minutes. Ordinarily, ELAC members will not respond to presentations and no action can be taken. However, the ELAC may give direction to staff following a presentation.

B. For Information: ELAC and CEO/Principal’s Report
This is a presentation of information which has occurred since the previous ELAC meeting.

III. CONSENT AGENDA ITEMS

All matters listed under the consent agenda are considered by the ELAC to be routine and will be approved/enacted by the ELAC in one motion in the form listed below. Unless specifically requested by an ELAC member for further discussion or removed from the agenda, there will be no discussion of these items prior to the ELAC votes on them. The CEO/Principal recommends approval of all consent agenda items.

There are no consent agenda items.

IV. ITEMS SCHEDULED FOR ACTION

REFERENCES

1. **Designation of duties-** Approve motion to delegate ELAC responsibilities to SSC for up to two years (EC 52870).
2. Review and approve Parent Involvement Form submitted by PTSA. IV-A

V. ITEMS SCHEDULED FOR INFORMATION

There are no items scheduled for information.

VI. ADJOURNMENT

The meeting was adjourned at _____.