

San Diego Unified School District  
University City High School

**English Learner Advisory Committee (ELAC) Meeting - MINUTES & Advice Form**

Date: January 11, 2023 Time: 4:30 pm via ZOOM

<b><i>Legal Task(s) and Training(s) Covered: (Check all that apply):</i></b> Advise the school principal and staff on: <input type="checkbox"/> the development of a site plan for English Learners and submitting the plan to the School Site Council (SSC) for consideration of inclusion in the School Plan for Student Achievement (SPSA). <input checked="" type="checkbox"/> the school's efforts to make parents aware of the importance of regular school attendance. <input type="checkbox"/> Assist in development of a schoolwide needs assessment	
Meeting was called to order at _____4:00 pm_____ (time)	List participants present: Gail Hall, Javier Gonzalez
Minutes from November 4, 2022 meeting were read and approved or corrected (choose one) by members.	Notes: APPROVED
Legal Task Addressed: the school's efforts to make parents aware of the importance of regular school attendance  Training and Information Session Discussion:	Notes: Shared and reviewed the Power Point
Other School Topics to Be Addressed:	Notes: NONE
DELAC Report from 12/1/22 (date) DELAC General Meeting	Notes:" No one attended but reviewed the agenda. Shared the DELAC calendar.
ELAC Advice to Site/Administration regarding Legal Task: the school's efforts to make parents aware of the importance of regular school attendance.	Notes NO ADVICE
Meeting was closed at _____4:30 pm_____ (time)	Notes: Next meeting February 23

MINUTES APPROVED 2/23/23