



Welcome, DELAC!

10/25/17

10-11:30

Introductions

- Please say your name.
- What school you are representing.
- Who are your children?
 - How old are they?
- Where are you from?



What is DELAC?

- Responsibilities:
 - Advise the ELAC committee on decisions and proceedings
- Help drive District Decisions regarding EL program
 - Act as representative from each school site
- Share information back out to our community





Voting

“ I move that we...”

→ “I second”

“All in Favor?”

- Means you agree
- Raise **Green** card

“All Opposed?”

- Means you are against it
- Raise **Red** card



Getting something on the Agenda

- Can be brought up during the meeting.
- Must be sent a week ahead of time.



- Please email: hernandezam@pvpusd.net

Robert's Rules of Order

1. Agenda

- Adoption of Agenda

2. Motion

- "I move that..."
- Needs a "Second"
- "I Second"



3. Discussion

4. Amend

- "I amend..."

5. Vote

- Hold up sign
- Only DELAC representative can vote.



Elections



You may nominate yourself, or someone else.
Majority vote wins.

President

- Does not get a vote
- Facilitates the meetings
- Suggests *Agenda* topics
- Must attend all meetings

Secretary

- Does not get a vote
- Takes meeting notes: “minutes”
- Types “minutes” and sends to me

Adjournment

“End Meeting”

- “I move to adjourn our meeting at _____ (time).
- Needs a second
 - “I second.”



Next meeting 11/8/17, 10-11:30
Topic: How to avoid plagiarism
Guest speaker from the Palos Verdes Library District