**ADVISORY COMMITTEE SUMMARY OF INFORMATION**

**COMMITTEE NAME: ELL ADVISORY COMMITTEE**

1. **MANDATE:**

The primary mandate of the ELL Advisory Committee is to advise the District on issues and programming related to second language instruction and learning.

1. **MEMBERSHIP**:

Membership includes:

Director Curriculum /ELL/SWIS/ (Chair)

Elementary School Administrator

Middle School Administrator

Secondary Administrator

District Helping Teacher – ELL

Elementary Teacher Representative – ADTA member

Middle Teacher Representative- ADTA member

Secondary Teacher Representative- ADTA member

Parent Representative

UFV Representative – Director of TESL Programs

Abbotsford Community Services – English Programs

1. **RELATIONSHIPS:**

The committee reports to the Board of Education through the Superintendent.

1. **ORGANIZATION:**

The committee will meet a minimum of three times annually. Agendas will be created by the chair. The secretary to the committee acts as the official recorder. The School District is responsible for the membership contact list and distribution of all materials.

1. **DECISION-MAKING PROCESS**

The ELL Advisory Committee makes recommendations to the Board of Education on the basis of consensus.