# English Learner Advisory Committee (ELAC) Minutes

**Woodland Joint Unified School District**
**435 Sixth Street**
**Woodland, CA 95695**

**English Learner Services Department**
**(530) 406-3240**

**School**: Prairie Elementary **Date**: November 13, 2025 **Time**: 8:15 AM **No. of Parents:** 9.

## SUMMARY OF DISCUSSION / ACTION

| Subject: list topics on agenda | By Whom: |
|---|---|
| **I. Initiate Meeting:**<br>Meeting started at 8:20AM.<br>**II. Welcome Attendees**<br>**III. Approve Agenda:**<br>Mrs. Schevenin requested the topic **School Safety Plan** to be added to the November meeting agenda. First motion to approve the agenda was made by **Rebeca Delgado**. The second motion was made by **Sofia Duran**. Motion passed to approve agenda.<br>**IV. Approval of the Minutes from October 9, 2025:**<br>First motion to approve the meeting minutes was made by **Liliana Cervantes**. The second motion was made by **Sofia Duran**. Motion passed to approve the meeting minutes.<br>**V. Old Business:**<br>**A.** None | Kelly Schevenin<br>Marisa Deziderio<br>Yanet Aguilar<br>Committee |
| **VI. New Business:**<br>**A. EL Representatives Report:** Fifth-grade students Aldo Ortega Zarate (EL) and Simer Kular (RFEP) shared their reflections on the leadership training they recently received at the School District office. The purpose of this training was to provide students with the knowledge and skills needed to serve as effective leaders and spokespeople for their school at the district level. During their presentation, both students spoke enthusiastically about the activities they participated in and the strategies they learned to strengthen their leadership abilities. They also expressed a strong desire to continue growing in these roles and contributing positively to their school community.<br>In addition, Aldo and Simer highlighted the significance of the upcoming parent-teacher conferences scheduled for November 17–21, 2025. They emphasized how essential it is for parents to connect with their children's teachers, stay informed about academic progress, and remain engaged in their educational journey.<br>Question/Comments: None. | Aldo Ortega / Simer Kular<br>Quinto Grado |
| **B. Bullying Prevention:** School counselor Violeta Nuno gave a presentation on bullying, covering the different types, how to recognize it, and how to report it. She also explained that she has been visiting classrooms to help students understand the difference between bullying and conflict, and to teach them what steps to take.<br>Question/Comments: Parents expressed interest in the topic and appreciated that the information was easy to understand and also shared with students. They also mentioned that they would like more presentations on additional topics. | Violeta Nino |
| **C. Family Engagement Policy:** Principal Schevenin spoke about the importance of parent involvement at the school and highlighted the upcoming Parent Workshop on Behavior and Discipline.<br>Questions/Comments: Parents expressed a desire for more consistent communication from teachers, noting that some communicate more frequently than others. Principal Schevenin explained that communication is primarily facilitated through the ParentSquare platform and the Activity Journal (grades 4–6), which students bring home daily. She will share this feedback with the faculty council to determine an appropriate and consistent communication schedule. The group also discussed offering a hybrid option for the parent workshop, allowing parents to | Kelly Schevenin |

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| attend in person at the school or participate online based on their availability and preference. | Kelly Schevenin |
| **D. 2025-26 SPSA Monitoring Update:** Mrs. Schevenin shared updates made to the 25-26 SPSA. The updates included the reallocation of funds to support LCAP Goals 2 and 3, providing teachers with training in Positive Discipline, PBIS; the acquisition of Multilingual Books and a Punjabi Interpreter(sub) for ELAC Meetings.<br>Questions/Comments: None. | |
| **E. School Safety Plan:** Assistant Principal Ms. Hogerheide provided an update on the revised student behavior report. She explained that students complete a survey each fall to share how they feel both inside and outside the classroom. She also gave an overview of current school security measures.<br>Questions/Comments: Parents expressed satisfaction with the safety protocols the school has put in place. | Eve Hogerheide |
| **VII. DELAC Report:** We did not have enough time to cover the DELAC meeting report. | DELAC Reps. |
| **VIII. CAFE Specialist Report:** Carlos Moreida gave his report on his work schedule and responsibilities. | Carlos Moreida |
| **IX. Open Forum:** No participants. | Committee |
| **X. Calendar:**<br>Next ELAC meeting will be on **December 11, 2025 at 8:15 AM.** | Deziderio/Aguilar |
| **XI. Conclusion:**<br>Meeting ended at 10:05 AM. | |

| Legal Requirements: 11/13/2025 | | | | | |
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| 5/22/25 | ELAC Board elected by parents/guardians of English Learners<br><br>ELAC elects at least 1 representative to DELAC | 9/11/25 | Importance of regular school attendance | 5/22/25 | ELAC receives training to assist members in carrying out their legal responsibilities |
| 9/11/25<br>10/9/25 | Development of the schoolwide needs assessment (5) | 9/11/25<br>11/13/25 | Advise the principal and staff in the development of the site plan for English Learners for inclusion in the SPSA | | State Seal of Biliteracy and Biliteracy Pathway |