



Woodridge Elementary

# English Learner Advisory Committee Agenda/Minutes

*Agenda/Actas del Comité Asesor para Estudiantes de Inglés*

**Date & Time** (*Fecha & Hora*)      01/28/2026      11:30 AM

**Location** (*Ubicación*)      5761 Brett Drive  
Sacramento, CA 95842

**Zoom Link** (*Enlace de Zoom*)

## ELAC Attendance *Asistencia al ELAC*

<b>Officers / Funcionarios</b>	<b>Present / Absent</b> <i>Presente/ Ausente</i>
ELAC Member: <i>Miembro ELAC:</i>	
<p><b>*Parents that are employees of the school may not serve as a parent member of the ELAC.</b>  <i>* Los padres que sean empleados de la escuela no pueden ser miembros del ELAC.</i></p>	
<b>Staff: Principal or Designee/Teachers/Other Staff</b> <i>Personal: Director(a) o Designado(a)/ Maestros/ Otro Personal</i>	<b>Present / Absent</b> <i>Presente/ Ausente</i>
<b>Principal: <i>Directora(a):</i></b> Suzen Holtemann	Yes (Si)
<b>Vice Principal: <i>Sub Director/a:</i></b> Dave Janowicz	Yes (Si)
<b>Academic Intervention Specialist, Bilingual:</b> Ramish Imani <i>Especialista en Intervención Académica, Bilingüe:</i>	Yes (Si)
<b>Family Community Liaison:</b> Stacey Saelee <i>Enlace Comunitario Familiar:</i>	No
<b>Bilingual Para: <i>Asistente Bilingüe:</i></b> Narges Hussaini	No
<b>Other Staff: <i>Otro Personal:</i></b> Julie Spagnoli	No
<b>Other Staff: <i>Otro Personal:</i></b> Sara Miles	Yes (Si)
<b>Other Staff: <i>Otro Personal:</i></b>	
<b>Other Staff: <i>Otro Personal:</i></b>	

<b>Parents, Guardians, Community Members</b> <i>Padres, Tutores, Miembros de la Comunidad</i>

<b>AGENDA</b>		
<b>ITEM</b> <i>ARTÍCULO</i>	<b>Facilitator</b> <i>Facilitador(a)</i>	<b>Minutes</b> <i>Minutas</i>
<b>Call to Order / Sign in sheet</b> <i>Orden del Día/ Hoja de Firmas</i>  <b>Quorum</b> <i>Quórum (50% +1)</i>	<b>Chairperson</b> <i>Presidente</i>	This meeting is called to order at: <i>Se abre la sesión a las</i> 11:35 AM  Total Members in Attendance:    0 <i>Total de Miembros Presentes:</i>  Quorum:    No <i>Quórum:</i>
<b>Review Agenda</b> <i>Repasar Agenda</i>	<b>Chairperson</b> <i>Presidente</i>	<b>Summary of Comments</b> <i>(Resumen de Comentarios)</i> Previous meeting notes were reviewed including information about PBIS.
<b>Review / approve minutes from last meeting</b> <i>Revisar/aprobar el acta de la última reunión</i>  1  Previous Minutes	<b>Chairperson</b> <i>Presidente</i>	I move to approve the <i>Propongo aprobar a la</i> Minutes/Actas Person <i>Persona:</i> No quorum Second <i>Se secundó:</i> n/a In favor <i>A favor :</i> 0 Oppose <i>En contra:</i> 0 Abstain <i>En abstención:</i> 0 Motion: Pass or Fail: No quorum <i>Moción: Aprobada o Rechazada</i>

<p><b>ELAC Mandated Topics:</b> (Choose from ELAC Timeline &amp; Meeting Resources)  <b>Tema Obligatorio del ELAC:</b> (elegir entre los recursos de ELAC Timeline &amp; Reuniones)</p> <p>ELAC needs assessment</p>	<p><b>President/ Chairperson &amp; Principal</b>  <i>Presidente y Directora(a)</i></p>	<p><b>Summary of Action Taken</b>  <i>Resumen de Medidas Adoptadas</i></p> <p>An overview of ELAC was presented including the purpose and function for the committee.</p>
<p><b>ELAC Mandated Topics:</b> (Choose from ELAC Timeline &amp; Meeting Resources)  <b>Tema Obligatorio del ELAC:</b> (elegir entre los recursos de ELAC Timeline &amp; Reuniones)</p> <p>Parent Survey and needs assessment</p>	<p><b>President/ Chairperson &amp; Principal</b>  <i>Presidente y Directora(a)</i></p>	<p><b>Summary of Action Taken</b>  <i>Resumen de Medidas Adoptadas</i></p> <p>Survey: Feedback from families is very important; distribute surveys  Each item on survey was read aloud including the options available to choose.  Surveys are used to support students growth and achievement at school.</p>
<p><b>ELAC Mandated Topics:</b> (Choose from ELAC Timeline &amp; Meeting Resources)  <b>Tema Obligatorio del ELAC:</b> (elegir entre los recursos de ELAC Timeline &amp; Reuniones)</p> <p>Getting ready for ELPAC Presentation</p>	<p><b>President/ Chairperson &amp; Principal</b>  <i>Presidente y Directora(a)</i></p>	<p><b>Summary of Action Taken</b>  <i>Resumen de Medidas Adoptadas</i></p> <p>An overview of the Summative ELPAC was given including the following topics:  Acronym meaning  Who takes the test?  State standardized assessment to see where students are at and how we can support their language growth  Difference between IELPAC and Summative ELPAC  Beginning February 11th  Shows growth and reclassification status  Listening, reading, writing and speaking breakdown  Scores help to plan instruction, monitor progress and determine reclassification status  Reclassification overview  Ways for families to support</p>

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<p><b>DELAC Reporting</b> <i>Informes DLAC</i></p>	<p><b>DLAC Representative</b> <i>Representante DELAC</i></p>	<p><b>Summary of Reporting (Resumen de Informes)</b> No report was presented at this meeting.</p>
<p><b>Other Presentation:</b> (Topics requested by ELAC members) <i>Otra Presentación:</i> (temas solicitados por miembros del ELAC)</p>	<p><b>Principal Director/a</b></p>	<p><b>Summary of Presentation (Resumen de Presentación)</b> The principal reviewed the importance of the ELPAC and supporting your children at home. The principal reviewed the items included on weekly communications through Parent Square and reminded families to update their email in order to receive the communications.</p>
<p><b>Other Committee Reports (if needed):</b> <b>SSC, PTA, LCAP, Etc.</b> <i>Otros Informes del Comité (si es necesario): SSC, PTA, LCAP, Etc.</i></p>	<p><b>SSC, PTA or Other Representatives</b> <i>SSC, PTA u Otros Representantes</i></p>	<p><b>Summary of Reporting (Resumen de Informes)</b> No other reports were presented.</p>

<p><b>Public Comment (2 minutes per speaker)</b>  <i>Comentarios del Público (2 minutos cada participante)</i></p>	<p><b>Secretary</b>  <i>Secretario/a</i></p>	<p><b>Summary of Comments (Resumen de Comentarios)</b>  There were no public comments.</p>
<p><b>Announcements:</b>  <i>Anuncios:</i></p>	<p><b>Principal</b>  <i>Director/a</i></p>	<p><b>Summary of Action Taken</b>  <i>Resumen de Medidas Adoptadas</i></p> <p>None</p>
<p><b>Adjournment:</b> <i>Aplazamiento:</i></p>	<p><b>Chairperson</b>  <i>Presidente</i></p>	<p><b>Time:</b> <i>Hora:</i> 12:29 PM</p>

<p><b>Next meeting date:</b>  <i>Fecha de próxima reunión:</i></p>	<p>03/25/2026</p>	<p>11:30 AM</p>
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